

PENINSULA AIRPORT COMMISSION

MINUTES

January 12, 2017

PRESIDED: George Wallace

The PAC meeting of the Peninsula Airport Commission was held on Thursday, January 12, 2017 at 8:30 a.m. in the Allegheny Room at the Williamsburg Lodge.

Commissioners present were:

James Bourey, Rob Coleman, Aubrey Fitzgerald, Steve Mallon, Sharon Scott and George Wallace.

Executive Director

Mr. Ken Spirito

Assistant Executive Director

Ms. Melissa Cheaney

Director of Air Service, Marketing and P.R.

Ms. Jessica Wharton

Director, Finance and Administration

Ms. Renee Ford

Legal Counsel

Mr. Herbert V. Kelly, Jr.

Ms. Robyn Hansen

Executive Assistant

Ms. Rhonda Wissinger

Public in Attendance

Mr. Mitchel Groter-Quantum Achievement Group

COMMENTS FROM THE PUBLIC

There were no comments from the public at this time.

PAC RETREAT

The PAC Retreat began at 8:30 a.m. and Mr. Mitchel Groter started an open group discussion on the importance of being a board member and a shared understanding of core values between the board members and airport staff. Mr. Ken Spirito, Executive Director, shared the success of the Airport from 2009-2016 and how the airport has been able to maintain its success despite all of the challenges it has encountered during that time.

CLOSED MEETING

BE IT RESOLVED, that the Commission enter into a Closed Meeting pursuant to the Virginia Freedom of Information Act; Section 2.2-3711.A. pertaining to:

Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. Specifically, to discuss perspective business opportunities for which no previous announcement has been made. Specifically, business opportunities regarding potential sources of additional revenues in 2017.

Commissioner Aubrey Fitzgerald made the motion, seconded by Commissioner Jim Bourey to hold a closed meeting.

Voting yes were:

James Bourey, Rob Coleman, Aubrey Fitzgerald, Steve Mallon, Sharon Scott and George Wallace.

The Commission entered into a Closed Meeting at 9:33 a.m. and reconvened in Open meeting at 4:17 p.m. Upon reconvening, it was

RESOLVED, that to the best of the Commission's knowledge, only public business matters lawfully exempt from open meeting requirements, and only such public business matters as were identified in the motion by which the Closed Meeting was convened, were heard, discussed or considered in Closed Meeting.

Voting yes were:

James Bourey, Rob Coleman, Aubrey Fitzgerald, Steve Mallon, Sharon Scott and George Wallace.

EXECUTIVE DIRECTOR 'S REPORT

Mr. Ken Spirito, Executive Director, gave the following report:

- Ground Handling division- Mr. Spirito reported we are in the process of

collecting bids for equipment for the ground handling division. 80% of this purchase will be through state entitlements. We will present the bids to the board at the next meeting.

ADJOURNED

There being no further business, the meeting was adjourned at 4:18 p.m.

NEXT MEETING

The next meeting of the Peninsula Airport Commission will be held on Tuesday, January 24, 2016 at 8:00 a.m. in the Commission Room.