

**GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

January 28, 2014

CALL TO ORDER

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, January 28, 2014, at 1:00 PM in the Airport Board Room. Jim Morin called the meeting to order. Roll call was taken.

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| Board Members Present: | Deb Evans | Debbie Goetze |
| | Sean Hoven | JC Kantorowicz |
| | Jim Morin | Richard Swensen |
| | Brad Talcott | |

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| Staff Present: | John Faulkner | Rod Hall |
| | Lara Tait | |

New board members, Debbie Goetze and Sean Hoven, were welcomed and sworn in by Jim Morin.

Election of Board Officers

Nominations were opened for Chairman of the board. Commissioner Evans nominated Commissioner Talcott with a second from Commissioner Swensen. A unanimous vote elected Commissioner Talcott to the Chairman position. Commissioner Kantorowicz abstained from the vote.

Nominations were opened for Vice-Chairman of the board. Commissioner Swensen nominated Commissioner Evans with a second from Commissioner Hoven. A unanimous vote elected Commissioner Evans to the Vice-Chairman position. Commissioner Kantorowicz abstained from the vote.

CONSENT AGENDA:

A motion was made by Commissioner Kantorowicz and seconded by Commissioner Swensen to approve the Consent Agenda as follows:

- a. Approval of Board Meeting Minutes from 12/12/13 & Committee Minutes from 1/23/14
- b. Payroll checks totaling (November) \$73,926.96 & (December) \$76,114.71
- c. Maintenance & Operations checks (Nov. & Dec.) #20070-20219 totaling \$1,744,907.43
- d. Approve Passenger Facility Charge totaling (November) \$43,000 & (December) \$76,000
- e. Financial Reports for November & December

The motion passed unanimously.

DIRECTOR'S REPORT:

Director Faulkner reported on the following:

- o Commissioner Tropila has resigned from the board. The County Commission is working

- on a replacement.
- State enplanements were down about 5% overall with Billings leading the decline due to summer construction and closures. Great Falls was down about 2.1%.
- Please start considering topics that you would like to see covered in our upcoming board retreat.
- The loading bridge for Gate 5 will need to be refurbished. We will bring the plan to the board in the next meeting.
- We are working on our marketing plan for 2014 along with Wendt. We have budgeted \$120,000 and will aggressively advertise in Canada and the US.
- Airline reconciliation is underway.
- The Capital Improvement Projects and Change Orders were reviewed.

GENERAL BUSINESS:

Capital Purchase - Front Drive Snow Removal Equipment -Staff recommends a motion to approve purchase of the Front Drive Snow Removal Equipment as presented.

A motion was made by Commissioner Kantorowicz and seconded by Commissioner Evans to approve purchase of the Front Drive Snow Removal Equipment as presented. The motion passed unanimously.

AIRPORT AUTHORITY BOARD COMMENTS:

- Commissioner Evans welcomed the two new commissioners and congratulated Commissioner Talcott on the chair position.
- Commissioner Kantorowicz welcomed the two new commissioners and their experience.
- Commissioner Talcott stated that recently he has heard nothing but praise by patrons of the airport.

PUBLIC COMMENTS:

- None

Brad Talcott, Chair

John Faulkner, Secretary