



Board Development Committee Meeting Minutes

January 16, 2020

These minutes outline the activities of the Syracuse Regional Airport Authority Board Development Committee from the meeting held on January 16, 2020 in the SRAA Board Room.

The meeting was called to order at 11:14 a.m. by Ms. JoAnne Gagliano, Chair of the Board Development Committee.

I. Roll Call

In attendance: Ms. JoAnne Gagliano (Chair), Mr. William Fisher, Dr. Shiu-Kai Chin, Mr. Jason Terreri, Ms. Joanne Clancy, Ms. Cheryl Herzog

Additional Attendees: Mr. Michael Lazar, Mr. Michael Frame, Mr. Michael Chapman, Mr. Morris Sorbello, Mr. Michael Mirizio

II. Review of Current SRAA and RAB Composition

A. SRAA Board

1. New Members

Executive Director Terreri informed the committee members that there will be big changes this year with the SRAA Board since there are several terms expiring in December, 2020.

Director Terreri introduced new Board Member, Michael Frame. Michael Frame introduced himself to the committee stating that he was a longtime resident of the City of Syracuse and recently relocated to Utica and is now an Oneida County resident. His background is with universities and external relations, primarily government relations and communications.

B. Regional Advisory Board

Director Terreri stated that we need to look at ways where we can best engage the Regional Advisory Board. One thing the airport is focusing on is reaching out to the community. The committee discussed going out and speaking to groups outside the city area. The committee agreed that it would like to add value to the Regional Advisory Board so it is worth their while to come to meetings. The Regional Advisory Board can help us with our outreach. We need to do a better job of getting our information out to the catchment community. Chair Gagliano asked for some input from the two Regional Advisory Board Members present. Mike Chapman from Cayuga County stated that the Cayuga County Legislature would appreciate a visit or presentation from Director

Terreri. Morris Sorbello from Oswego County would also like to invite Director Terreri to speak in Oswego County. He mentioned that no other Advisory Members come to the SRAA Board meetings.

Mr. Fisher gave some background on the Regional Advisory Board. He explained how the Syracuse Regional Airport Authority (SRAA) tried to engage the different counties. We started advertising positions and contracts to the whole county so they would be informed of the opportunities we had to offer. The intent was also to hold one of our SRAA Board meetings in one of the regions each year. The Regional Advisory Board members connected us with travel and tourism people. Unfortunately, there was pushback in the counties that had airports of their own.

Dr. Chin asked if the Regional Advisory Board members are a political appointee and was advised they are. He indicated that they are an important stakeholder and we should find out what is important to them in terms of how this airport can serve their communities. Mr. Lazar spoke of a presentation from Director Terreri and how the attendees learned more about what the airport has to offer. Director Terreri stated the more we can get our message out it is going to help us and currently we have had some really good successes. The Authority recently started reaching out and getting information from various partners regarding air service. The data gathered allows the Authority to now know where people want to go or need to go. The Authority is currently pulling zip code data from the airport Wi-Fi initial connection and are creating heat maps of those home city zip codes. The Authority is using this data along with Airline data metrics. Currently, a survey is being conducted in partnership with Center Sate CEO & MACNY as to identify the leisure/business travel market. The areas that the heat map shows is a surprise, as it is showing markets that were unknown previously.

Director Terreri indicated that the Authority will reach out to the Advisory Board members and will also try to schedule a meeting in Cortland this year.

C. Committees

I. Review Roster for 2020 Committees/Chairs

A review of the current committees were reviewed by the Board Development Committee. Director Terreri discussed how participation is tracked by the attendance sheet that is sent out every year which is an ABO requirement.

II. Board Development Committee status

Director Terreri noted that this committee is required to meet twice a year according to SRAA By-laws, but is not an ABO requirement. Most of what this committee covers duplicates with the Governance Committee and therefore wondered if there a need for a different type of ad hoc committee, (i.e., Master Plan Committee, Business Development).

After discussion, the conclusion was that this committee could help with the board member orientation and their role of the Governance Charter. Mr. Fisher expressed that this is a complex board compared to other boards. The May meeting could address what the boards needs are from the board's perspective. Chair Gagliano stated that a discussion would be helpful regarding board member expectations and noted that the orientation has improved since the time she came on as a board member. She stated there is a level of succession planning that could be discussed

with the Board Development Committee. Director Terreri proposed that we make this a topic for the February 7th SRAA Board Meeting and we can talk about it with all board members. This will then provide us with some direction for the May meeting.

III. 2020 Calendar

Director Terreri spoke about meeting time to change for the Finance Committee since there is a lot to discuss. Dr. Chin said he was fine with the additional time and meeting at 9:30 a.m. would currently work within his schedule. The March and April meeting will be very extensive because of budget items. The full consensus of the committee was to change the start time of the Finance Committee time to 9:30 a.m.

IV. Adjournment

Michael Mirizio, a new SRAA Board Member arrived and introduced himself. Mr. Mirizio was appointed to the SRAA Board by the North Syracuse Central School District. He is currently serving as their Vice President of the Board. Mr. Mirizio has been on their board for 8 years soon to be 9. Additionally, Mr. Mirizio recently joined the Town of Cicero Planning Board.

There was no other business to be discussed.

The meeting was adjourned at 12:02 p.m.