

## **Governance Committee Meeting Minutes Thursday, September 12, 2024**

Pursuant to notice duly given and posted, the Governance Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, September 12, 2024, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by SRAA Board Chair, JoAnne Gagliano

The meeting was called to order at 11:07 a.m. by Mr. Frame.

### **Members Present**

Ms. Jo Anne Gagliano (Ex-officio)  
Mr. Michael Lazar  
Mr. Thomas Fernandez  
Mr. Kenneth Kinsey  
Mr. Nathaniel Stevens  
Mr. Damiam Ulatowski

### **Members Absent**

Mr. Michael Frame, (Chair)

### **Also Present**

Mr. Jason Terreri  
Mr. Aaron Harris  
Ms. Robin Watkins  
Ms. Debi Marshall  
Ms. Joanne Clancy  
Ms. Latoya Allen

### **Review and approval of minutes from previous meeting:**

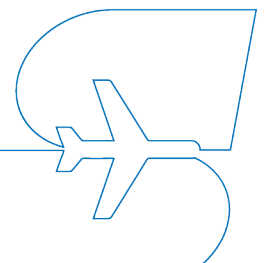
Board Chair Gagliano asked if the committee reviewed the past committee minutes and asked if anyone had any comments or changes. A motion was made by Ms. Gagliano and seconded by Mr. Lazar to unanimously approve the minutes from the March September 7, 2023, Governance Committee meeting.

### **New Business**

Director Terreri gave a quick update on legislative and funding strategies. The biggest financial challenge is the landside project. The next step is to meet with the Governor's budgeting team to advocate support for these project needs. Elected officials, along with the Hill East Group, are making connections and helping to work together and the board is asked to support these efforts. Transfer of the airport property from the City of Syracuse to the Syracuse Regional Airport Authority is being discussed.

ABO Required Policy and statements were reviewed with the committee, which included:

1. Records retention policy review
2. Review of the SRAA Mission Statement



3. Review of the SRAA Mission Statement & Performance Measurements
4. Review/discussion and distribution of the SRAA Annual Statement of Financial Disclosure
5. Review of the SRAA Governance Charter
6. Review of the SRAA Bylaws
7. New SRAA Board member training discussion
8. Enabling legislative review and updates
9. SRAA Board member expirations and SRAA committee roster discussion

Ms. Clancy reviewed each policy on the agenda and in the packet with the group. The draft 2025 SRAA committee meeting schedule and meeting cadence was discussed. The committee discussed and agreed to keep two Governance committee meetings on the scheduled calendar but would initiate an update of the Governance charter By-laws to state that the committee will hold “a minimum of one” Governance Committee meeting with the option to have other meetings as needed. No other changes to the cadence of committee meetings were suggested. The group discussed appointment process and expiration dates for current board members. When there is a new SRAA board member, the Director and the Chair meet with that member, they receive training, electronic materials and airport tours and are invited to the December meeting to meet everyone in advance. Ms. Clancy reminded the group to take a look at the Draft 2025 SRAA Committee.

### **Adjournment**

Having no executive session or other topics brought to the committee, a motion was made by Mr. Lazar to adjourn the meeting and seconded by Ms. Gagliano. The meeting was adjourned at 11:28 a.m.

