**Airport Authority Board of Directors**

**Minutes of August 19, 2020**

**Via Teleconference: John Picard, Kevin Arnold, David White, Jim Yeske, Serena Neal-Sanjuro, Sean Scanlon, Mark Sklarz, Rich Jacob, Peter Leonardi, Gerald Weiner, Dan Adams, Peter Wilson, Karen O’Connell, Matt Hoey, Anthony Verderame**

**Directors Absent: None**

**Others in Attendance: Jeremy Nielson, Felipe Suriel, Jorge Roberts, Andrew King, Evan Warren, Eliot Jameson, Mark Zaretsky**

Chairman John Picard called the meeting to order at 1601L.

A motion to approve the meeting minutes from June 17th was approved.

1. **Executive Director’s Report**

* Mr. Scanlon informed the Board that American Airlines will begin daily flights to Charlotte, North Carolina on September 9th. This is a positive change since, in comparison to Philadelphia, Charlotte allows passengers to connect to more destinations.
* Mr. Scanlon reported that load factors have continued to increase over the last few months. With the goal of continuing this positive momentum, despite industry challenges, marketing will be a priority for the airport.
  + In working with AvPORT’S new marketing head Andrew King, management intends to roll out targeted digital ads along with a revamped social media strategy that focuses on safety among other benefits that make flying from Tweed a good option.

1. **Chairman’s Report**

* Chairman John Picard agreed with Mr. Scanlon’s statement on the importance of marketing, especially with the current economic challenges that face the industry.

1. **Audit and Finance**

* Mr. Arnold reported that we ended May $196,000 in the black and June $6,500 in the black. For the fiscal year ending June 2020, we ended $6,500 in the black.
* CARES act funding will continue to be strategically used in order to be financially prepared for what may come in the next fiscal year.
* Overall, fuel flowage is increasing, which can be attributed to increased general aviation fuel flowage. While air carrier fuel flowage is down, an increase is possible with the longer flight to Charlotte.

1. **Report and Action Items**

Resolution 508: Approval of Agreement with J.A. Larue, Inc for The Purchase of a Rotary Snow Plow. Motion was called and unanimously approved.

Resolution 509: Approval of Agreement with Safety Marking for Airfield Painting. Motion was called and unanimously approved.

**Airport Manager’s Report**

* Mr. Nielson explained the airport’s focus on maximizing operational safety while improving passenger confidence.
  + The airport is seeking out and implementing best practices. The airport is also looking into national accreditations.

1. **Other Business:**

* Mr. Jorge Roberts provided an update on the aviation industry.
  + Traffic in the majority of large aviation areas is 60% below 2019 levels.
  + While a rebound was expected following lockdowns, carrier capacity cuts have limited the recovery.
  + American Airlines, which entered the pandemic in poor financial health, has continued to improve its liquidity through voluntary retirements and capacity cuts.
  + Compared to 2019 levels, analysts expect traffic to be down 50% this year, 30% in 2021, and 10% in 2022. 2019 levels are not expected again until 2022 or 2023.
* A question was raised as to when the master plan meetings would be rescheduled for.
  + Mr. Scanlon explained how full community meetings are desired, but not currently possible as state restrictions limit gatherings to 100 people. Thus, the meeting dates and format will be re-evaluated after Labor Day.

1. **Public Comment:**

No public comments.

Meeting adjourned at 16:30L by Mr. Picard.

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Respectfully submitted -

**Felipe Suriel, Assistant Airport Manager**