

Minutes

MONROE COUNTY AIRPORT AUTHORITY
ANNUAL MEETING MINUTES
March 28, 2012

Present:

James G. Vazzana, Esq. Chairman
Bernard J. Iacovangelo, Esq. Vice- Chairman
Susan Keith
Stephen Tucciarello
R. Thomas Flynn

Excused Absence:

Don Johnson
Willie Lightfoot

Others Present:

Michael Giardino Director of Aviation
Scott Adair Treasurer
Angela Veltre Assistant Treasurer
William K. Taylor Secretary
Brett Granville Assistant Secretary
Jennifer Hanrahan

Meeting was called to order by the Chairman @ 11:57 am

Appointed of Officers

Proposed Slate:

Chairman Vazzana proposed the following appointed officers as annually required by the Authority By Laws: Bernard J. Iacovangelo as Vice – Chairperson, Angela Veltre as Assistant Treasurer and Brett C. Granville, Esq., as Assistant Secretary. Moved by Member Keith and seconded by Member Flynn. The motion passed unanimously 5-0.

Other Business

No other business presented.

Meeting was adjourned @ 12:00 PM
The next Annual Meeting will be scheduled for March 2013.
Respectfully Submitted,



William K. Taylor, Esq.
Secretary

Dated:

Minutes

MONROE COUNTY AIRPORT AUTHORITY

REGULAR MEETING

March 28, 2012

Present:

James G. Vazzana, Esq. Chairman
Bernard J. Iacovangelo, Esq. Vice- Chairman
Susan Keith
Stephen Tucciarello
R. Thomas Flynn

Excused Absence:

Don Johnson
Willie Lightfoot

Others Present:

Maggie Brooks County Executive
Michael Giardino Director of Aviation
Scott Adair Treasurer
Angela Veltre Assistant Treasurer
William K. Taylor Secretary
Brett Granville Assistant Secretary
Jennifer Hanrahan
Dave Haas

Meeting was called to order by the Chairman @ 12:00 p.m.

Approval of the Minutes from February 15, 2012

Moved by Member Iacovangelo and seconded by Member Keith that the minutes be approved without changes. The motion passed unanimously 5-0.

Chairman Vazzana welcomed Monroe County Executive Maggie Brooks to introduce new Airport Director Michael A. Giardino to the board members. County Executive Brooks noted that today Mike appears before the board to be named Administrative Director of the Airport Authority. She continued that Mike has had a laudable military career and has local roots in Rochester. County Executive Brooks continued that affordable and accessible air travel is part of the quality of life here in this area, and that it is the Authority board and their commitment that has made this a competitive facility. She congratulated Mike on beginning his first day at work and concluded by stating that she has gotten emails and letters from members of the community that thanked Angela Veltre for taking on the task of leading in good and difficult times with pride and honor; Brooks also thanked her for being a part of the team now and going forward.

Appointment of Michael A. Giardino as Administrative Director

Chairman Vazzana echoed County Executive Brooks' comments as Chair of the board and stated that his experience with working with Mike Giardino over the last month since the announcement of his appointment that Mike is an aviation professional who will continue to serve our airport well. Chairman Vazzana recommended to the board that Airport Director Michael A. Giardino be named Administrative Director of the Monroe County Airport Authority Board. Moved by Member Iacovangelo and seconded by Member Keith. The motion passed unanimously 5-0.

Treasurers Report

Treasurer Adair noted there were four transactions totaling approximately \$155.00 in expenses that were all submitted timely and with proper documentation. Moved by Member Flynn & seconded by Member Keith. The motion passed unanimously 5-0.

Treasurer Adair reported there was no credit card usage during the month of February 2012. Moved by Member Keith and seconded by Member Flynn. The motion passed unanimously 5-0.

Governance Committee Report

Member Flynn commented that all board members completed the required annual board evaluations. It is member's responsibility to meet with the Chairman of the board to address any concerns relating to the board's performance and make sure they are a good board working together. Member Flynn also stated that the Annual Review of the mission statement and performance goals and measures was completed.

Audit Committee Report

Presented by Member Iacovangelo.

Approve Submission of 2011 Annual Report and Accept 2011 Audited Financial Report by Bonadio & Co., LLP

Vice-Chairman Iacovangelo presented a motion to approve the submission of the 2011 Annual Report and accept the 2011 Audited Financial Report by Bonadio & Co., LLP. Moved by Member Keith and seconded by Member Flynn. The motion passed unanimously 5-0.

Authorize Assignment of Concession Agreement with Premier Billboards of Rochester, NY, Inc. to Lamar Advertising of Penn, LLC for the Monroe County Airport Authority at the Greater Rochester International Airport

Assistant Treasurer Veltre said that Premier Billboards was approached by Lamar to take over the agreement – the terms and MAG will remain the same. Premier Billboards is in good financial standing with the Authority and management has found no reason not to consider the approval of this assignment. Moved by Vice-Chairman Iacovangelo and seconded by Member Flynn. The motion passed unanimously 5-0.

Traffic Report

Mr. Haas reported that the traffic reflects activity through January and February 2012. Year-to-Date we have had 2.3% decrease in enplanements as compared to year-to-date last year mainly due to the national economic recession. February's numbers were only down about 1% as compared to February 2011. Load factors for December, January and February are down from the numbers recorded last year at this time. Mr. Haas said that landing weights increased by 5% over a two-month period most likely due to the shift to larger equipment by JetBlue Airways and warmer weather. Mr. Haas concluded by saying that there were less cancellations in January 2012 compared to last January 2011, a net increase of 2.4% for the two-month period largely attributable to a mild winter and less cancellations.

Other Business

No other business was presented.

A motion to adjourn was moved by Member Iacovangelo and seconded by Member Keith. The motion passed unanimously 5 - 0.

Meeting was adjourned @ 12:26 PM
The next Board Meeting will be May 16, 2012.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "William K. Taylor" with a stylized flourish extending to the right.

William K. Taylor, Esq.

Secretary

Dated: 4-4-12

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 4 OF 2012

APPOINTMENT OF MICHAEL A. GIARDINO AS ADMINISTRATIVE DIRECTOR

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. That Michael A. Giardino, as Monroe County Director of Aviation, shall be appointed Administrative Director of the Monroe County Airport Authority effective March 28, 2012 pursuant to the Bylaws of the Monroe County Airport Authority adopted August 23, 1989 and as amended January 22, 2004, October 19, 2005, May 17, 2006, and March 24, 2010.

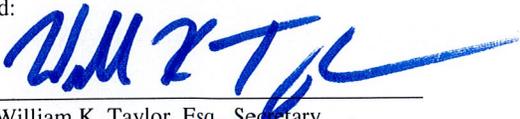
Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: March 28, 2012

Vote: 5-0

I, William K. Taylor, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held February 15, 2012.

Dated:



William K. Taylor, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 5 of 2012

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2011 AUDIT REPORT
BY BONADIO & COMPANY, LLP**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Annual Report for the Monroe County Airport Authority as presented to this meeting (Exhibit 1), is hereby accepted and it is authorized and directed that said report be filed with NYS Authority Budget Office, the County Executive, Chief Financial Officer, and President of the County Legislature for the County of Monroe in compliance with Section 2800 of the Public Authorities Law. The financial reports included as part of the Annual report are hereby approved. Angela Veltre, Assistant Treasurer, is designated to certify the Annual Report, and any portions thereof, requiring certification by the Public Authorities Law.

Section 2. Public Authorities Law Section 2824 requires the establishment of policies regarding payment of salary, compensation and reimbursement and rules for time and attendance of the chief executive and senior management. The Authority hereby determines that said policies and rules are not required since all services to the Authority are rendered by the County of Monroe pursuant to a Lease and Operating Agreement dated September 15, 1989 and the Authority has no employees and has not created any employee positions.

Section 3. Based upon the review and recommendation of the Audit Committee the Monroe County Airport Authority hereby readopts the policies as follows: Business and Travel Expense Policy; Code of Ethics Policy; Credit Card Policy; Disbursement Policy; Extension of Credit to Board Members and Executive Officers Policy; Fixed Asset Policy; Internal Controls and Financial Accountability Policy; Investment and Deposit Policy; Procurement Disclosure Policy, Procurement Policy; Tracking, Inventory, and Disposal of Assets and Acquisition of Real Property; Travel Policy; and Whistleblower Policy. (Exhibit 2)

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 5 of 2012

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**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2011 AUDIT REPORT
BY BONADIO & COMPANY, LLP**

Section 4. The Authority having reviewed the 2011 Financial Statements and Independent Auditors' Report prepared by Bonadio & Company, LLP hereby accepts said Report and authorizes its filing as required by the Public Authorities Law. (Exhibit 3)

ADOPTION: Dated: March 28, 2012

Vote: 5-0

I, William K. Taylor, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held February 15, 2012.

Dated:

A handwritten signature in blue ink, appearing to read 'W. K. Taylor', written over a horizontal line.

William K. Taylor, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 6 OF 2012

**AUTHORIZE ASSIGNMENT OF THE CONCESSION AGREEMENT WITH PREMIER
BILLBOARDS OF ROCHESTER NY, INC. TO LAMAR ADVERTISING OF PENN, LLC FOR
THE MONROE COUNTY AIRPORT AUTHORITY AT THE GREATER ROCHESTER
INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT
AUTHORITY, as follows:

Section 1. The Administrative Director is hereby authorized to execute, on behalf of the Monroe County Airport Authority, an assignment of the concession agreement with Premier Billboards of Rochester NY, Inc. to Lamar Advertising of Penn, LLC for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. All terms and conditions of the existing lease remain the same.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither Lamar Advertising of Penn, LLC, nor any of their principal officers owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately.

ADOPTION: Dated: March 28, 2012

Vote: 5-0

I, William K. Taylor, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held February 15, 2012.

Dated:



William K. Taylor, Esq., Secretary