

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
Wednesday, December 16, 2020

A quorum being present and in accordance with notice being duly given, Chair Koorndyk called the meeting of the Authority Board to order on December 16, 2020 at 8:30 a.m.

Board Members Present: Dan Koorndyk, Ted Vonk

Board Members Present via Teams: Floyd Wilson Jr, Birgit Klohs, Doug Small, Peter Beukema, Roger Morgan

Staff Present: Tory Richardson - President and CEO
Alex Peric - Vice President and COO
Matt Zeilstra – Controller and Interim CFO
Stephen Clark - Commercial Development Director
Margie Witbeck – Executive Assistant

Others Present via Audio Conferencing:

Mary Kay Shaver – Airport Attorney
Casey Ries – Engineering and Planning Director
Lisa Carr – Public Safety & Operations Director
Mo Lynch – Human Resources Director
Tim Haizlip – Maintenance Director
Dan Villalobos – Terminal Operations Supervisor
Ashley Lucas – Operations Manager
Moe Khattak – Manager of Business Analytics & Strategy
Tom Cizauskas – Purchasing Manager
Clint Nemeth – Engineering Manager
JJ Swain – IT Manager
Jon Couchenour – IT Helpdesk Technician
Michelle Baker – Environmental Manager
Laura Feigel – Executive Assistant
Pat Howe – Network & Security Administrator
Mary Ann Sabo – Sabo PR
Kelly Jost – C&S
BC - Guest
George Pavey – WMAA Dean of Aviation
Meg George – WMAA Development Director
Nicole Gasper – WMAA CEO
313-282-5748

Mr. Koorndyk asked for a roll call for Board members in attendance.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mr. Vonk, Mr. Beukema – 7
Nays: 0

12-1 Approval of the Agenda

Motion by Mr. Beukema, supported by Mr. Wilson to approve the agenda. Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mr. Vonk, Mr. Beukema – 7
Nays: 0

12-2 Public Comment

No public comment.

12-3 Consent Agenda

a) Approval of Authority Board Minutes – November 18, 2020

OPERATIONS AND MARKETING COMMITTEE

- b) Resolution 20-49: Network Switch Replacement
- c) Resolution 20:50: Pavement Condition Index (PCI) Study Contract
- d) Resolution 20-51: On-Call Environmental Service Contract
- e) Reports
 - Project/Construction Report
 - Public Safety and Operations Report

Motion by Mr. Wilson, supported by Mrs. Klohs, the approval of Consent Agenda items a - e.
Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mr. Vonk, Mr. Beukema – 7
Nays: 0

12-4 **Resolution 20-48:**

Mr. Clark said that the West Michigan Aviation Academy (WMAA) will expand the high school to include a new hangar and has requested the lease agreement to include both the existing school building and hangar. WMAA will be responsible to maintain all premises and other facility components to keep compliance with building codes.

Both Mr. George Peavey, WMAA Dean, and Mrs. Nicole Gaspar, WMAA CEO, thanked the Board members and staff for the partnership.

Mr. Richardson announced that the road leading to the WMAA Hangar will be named Aviator Way.

Motion by Mr. Vonk, supported by Mrs. Klohs, the approval of the West Michigan Aviation Academy High School Agreement. Motion carried.

Yeas: Mr. Koorndyk, Mr. Wilson, Mrs. Klohs, Mr. Small, Mr. Morgan, Mr. Vonk, Mr. Beukema – 7
Nays: 0

12-5 President and CEO Report

Mr. Richardson presented the President and CEO report to the Board.

12-6 Other Business

Resolution 20-53: Recognition of Service from Commissioner Ted Vonk was added to the agenda. Mr. Koorndyk presented a plaque and GRR aerial to Mr. Vonk and thanked him for his time and service on the GFIAA Board.

Mr. Koorndyk announced that Emily Brieve will be replacing Mr. Vonk's position on the Board.

12-7 Adjournment

The meeting was adjourned at 9:43 a.m.

APPROVAL: _____
Ted Vonk, Recording Secretary to the Board

GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
BOARD ORGANIZATIONAL MEETING MINUTES
Wednesday, January 13, 2021

A quorum being present and in accordance with notice being duly given, President and CEO, Tory Richardson called the meeting of the full Authority Board to order on January 13, 2021 at 8:30 a.m.

Board Members Present via Microsoft Teams: Floyd Wilson, Jr., Roger Morgan, Birgit Klohs, Doug Small, Peter Beukema, Emily Brieve, Mary Kay Shaver

Mr. Richardson welcomed everybody and stated the purpose of the meeting is for the election of officers, appointments to board committees, appointments to the Zoning Board of Appeals, and to set the schedule for board and board committee meetings. He asked for attendance by roll call:

Member Klohs stated she was attending the meeting remotely from Grand Rapids, Michigan

Member Beukema stated he was attending remotely from Holland, Michigan

Member Small stated he was attending remotely from Grand Rapids, Michigan

Member Brieve stated she was attending remotely from Caledonia, Michigan

Member Morgan stated he was attending remotely from Courtland Township, Rockford Michigan

Vice Chair Wilson stated he was attending remotely from Grand Rapids, Michigan

Chair Koorndyk stated he was attending from Grand Rapids, Michigan

Yeas: Mrs. Klohs, Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Wilson, Mr. Koorndyk - 7
Nays: 0

Present On-site:

Dan Koorndyk – Board Chair

Tory Richardson – President and CEO

Alex Peric – Vice President and COO

Margie Witbeck – Executive Assistant

Jon Couchenour – IT Helpdesk Technician

Others Present via Microsoft Teams:

Mary Kay Shaver – Airport Attorney

Lisa Carr – Public Safety & Operations Director

Casey Ries – Engineering and Planning Director

JJ Swain – IT Manager

Pat Howe – Network and Security Administrator

Steve Peterson – Cascade Township

1-1 Call to Order

The meeting was called to order by Mr. Richardson.

1-2 Election of Officers

Mr. Richardson opened nominations for Board Chair. Mr. Wilson nominated Mr. Koorndyk. Motion supported by Mr. Morgan. Motion carried. Mr. Richardson closed the nominations and asked for a roll call vote for Mr. Koorndyk to serve as Board Chair:

Yeas: Mrs. Klohs, Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Wilson - 6

Nays: 0

Abstentions: Mr. Koorndyk - 1

Mr. Koorndyk opened nominations for Vice Chair. Mr. Morgan nominated Mr. Wilson. Motion supported by Mrs. Klohs. Motion carried. Mr. Koorndyk closed the nominations and asked for a roll call vote for Mr. Wilson to serve as Vice Chair:

Yeas: Mrs. Klohs, Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Koorndyk - 6

Nays: 0

Abstentions: Mr. Wilson - 1

Mr. Koorndyk opened nominations for Secretary. Mr. Wilson nominated Mrs. Klohs. Motion supported by Mr. Small. Motion carried. Mr. Koorndyk closed the nominations and asked for a roll call vote for Mrs. Klohs to serve as Secretary.

Yeas: Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Wilson, Mr. Koorndyk - 6

Nays: 0

Abstentions: Mrs. Klohs - 1

Mr. Koorndyk welcomed Mrs. Emily Brieve to the Authority Board.

1-3 Public Comment

No public comment

1-4 Adopt 2021 and 2022 Board and Committee Meeting Schedules

Mrs. Klohs moved to accept and adopt the 2021 and 2022 Board and Committee schedule, supported by Mr. Small. Motion carried.

Yeas: Mrs. Klohs, Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Wilson, Mr. Koorndyk -7

Nays: 0

1-5 Standing Committee Appointments

Mr. Koorndyk made the following appointments to the standing committees:

Operations and Marketing Committee- Floyd Wilson, Jr. (Chair), Roger Morgan, Doug Small

Finance and Legislative Committee – Birgit Klohs (Chair), Pete Beukema, Emily Brieve

1-6 Other Committee Appointments

Mr. Koorndyk made the following appointments to the Human Resources Committee:

Floyd Wilson, Jr. (Chair), Doug Small, Pete Beukema

1-7 Zoning Board of Appeals Appointment

Mr. Koorndyk stated the Board has one appointment on the ZBA that expires this year and recommends re-appointment of Steve Peterson of Cascade Township to the Zoning Board of Appeals for a 3-year term. Motion by Mr. Wilson and supported by Mr. Morgan. Motion carried. Mr. Koorndyk asked for a roll call vote for Mr. Steve Peterson's re-appointment to the Zoning Board of Appeals for a 3-year term.

Yeas: Mrs. Klohs, Mr. Small, Mr. Beukema, Mr. Morgan, Mrs. Brieve, Mr. Wilson, Mr. Koorndyk - 7

Nays: 0

1-8 Other Business

Mr. Koorndyk congratulated and welcomed Mrs. Brieve to the Authority Board. He also congratulated Mr. Wilson and Mr. Beukema for their re-appointments to the Board.

1-9 **Adjournment**

The meeting was adjourned at 8:46 a.m.

APPROVAL: _____
Birgit Klohs, Recording Secretary to the Board

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