

**MEETING MINUTES**  
**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD**  
**Gerald R. Ford International Airport, International Room**  
**5500 44<sup>th</sup> Street SE, Grand Rapids, MI, 49512**  
**Wednesday, January 29, 2025**

A quorum being present, and in accordance with notice being duly given, Mr. Richardson served as the temporary Chair and called the meeting of the Authority Board to order on January 29, 2025, at 8:30 a.m.

Mr. Richardson welcomed everyone and asked for Board Member attendance by roll call:

Board Present: Birgit Klohs, Pete Beukema, Doug Small, Dan Burrill, Mike Verhulst, Jennifer Merchant, Dan Koorndyk – 7

Staff Present: Tory Richardson – President and CEO  
Alex Peric – Vice President and COO  
Casey Ries – Chief Asset Development Officer  
Maria Kim – Chief Financial Officer  
Lisa Carr – Public Safety & Operations Officer  
Heather Day – Human Resources Director  
Haley Meyer – Executive Assistant  
Tom Cizauskas – Business Administration Manager  
Chris King-Dye – Director of Maintenance and Asset Management  
Matt Zeilstra – Controller  
Nick Brueggeman – IT Systems Analyst  
Ben Jachim – Field Maintenance Supervisor  
Chris Anderson – Rescue Firefighter  
Clint Nemeth – Engineering Manager  
Kyle McKeown – Airfield Design & Construction Project Manager  
Michelle Baker – Environmental Manager

Others Present: Mary Kay Shaver (Varnum), Mark Breukink (Mead and Hunt), Mary Ann Sabo (Sabo PR), John Oliver

Mr. Richardson congratulated members Klohs and Koorndyk for their reappointments and member Merchant for her appointment to the GFIAA Board.

1-1 Approval of the Agenda

Motion by Mr. Beukema, supported by Mr. Burrill for the approval of the agenda.

1-2 Election of Officers

Mr. Richardson opened nominations for Board Chair. Mr. Beukema nominated Mr. Koorndyk. With no other nominations, Mr. Richardson closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Mr. Richardson turned the meeting over to Chair Koorndyk. Mr. Koorndyk opened nominations for Vice Chair. Mrs. Klohs nominated Mr. Small. With no other nominations, Chair Koorndyk closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Chair Koorndyk opened nominations for Secretary. Chair Koorndyk nominated Mrs. Klohs. With no other nominations, Chair Koorndyk closed the nominations and called for the vote. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

1-3 Adopt the 2025 and 2026 Board and Committee Meeting Schedules

Mrs. Klohs moved to adopt the 2025 and 2026 Board and Committee schedules. Motion supported by Mr. Beukema. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

1-4 Standing Committee Appointments

Chair Koorndyk stated that as Board Chair, he makes the following appointments to the standing committees:

Operations and Marketing Committee – Doug Small (Chair), Mike Verhulst, Jennifer Merchant

Finance and Legislative Committee – Birgit Klohs (Chair), Peter Beukema, Dan Burrill

1-5 Other Committee Appointments

Chair Koorndyk stated that as Board Chair, he makes the following appointments to the Human Resources Committee:

Pete Beukema (Chair), Doug Small, Dan Koorndyk

1-6 Appointment of Recording Secretary

Chair Koorndyk stated that as Board Chair, he would like to appoint the position of Executive Assistant, and in their absence, the position of Director of Human Resources or Business Administration Manager, to serve as the Board's Recording Secretary

1-7 Zoning Board of Appeals Appointments

Chair Koorndyk stated the GFIAA Board appoints members to the Zoning Board of Appeals. There is one expired term that requires an appointment by this board today. The one appointment is to reappoint our Operations and Marketing Committee Chair position to the ZBA as that appointment expired 12/31/2024. Therefore, I'd like to reappoint the Operations and Marketing Committee Chair to serve a new three-year term ending December 31, 2027.

Motion by Mr. Beukema, supported by Mrs. Klohs, to appoint the Operations and Marketing Committee Chair to a new three-year term on, on the ZBA. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

Chair Koorndyk said that in accordance with Article 2 of the Standing Rules of the Gerald R. Ford International Airport Zoning Board of Appeals, the GFIAA Board must appoint the ZBA Chair and Vice Chair. These positions have traditionally been held by the GFIAA Board Chair and the GFIAA Marketing and Operations Committee Chair.

Motion by Mrs. Klohs supported by Mr. Verhulst, the motion to appoint the GFIAA Board Chair and the GFIAA Marketing and Operations Committee Chair to serve as the ZBA Chair and Vice Chair, respectively. Motion carried.

Yeas: Dan Koorndyk, Mike Verhulst, Birgit Klohs, Doug Small, Jennifer Merchant, Dan Burrill, Pete Beukema - 7

1-8 Public Comment

There was no public comment.

1-9 Consent Agenda

- a) Approval of Authority Board Minutes – November 20, 2024

OPERATIONS AND MARKETING COMMITTEE

- b) Resolution 25-1: Airport Rescue Firefighting Truck Replacement  
c) Resolution 25-2: Runway 8R Wildlife Habitat Mitigation

d) Reports

- Project/Construction Report
- Public Safety and Operations Report
- Maintenance and Asset Management Report
- Media Report

Motion by Mr. Small, supported by Mr. Beukema the approval of Consent Agenda items a – d representing more than \$10 million of investments in our facilities and equipment.

Motion Carried

1-10 President and CEO Report

Mr. Richardson reviewed the CEO report.

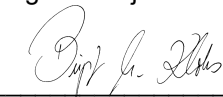
1-11 Other Business

No other business.

1-12 Adjournment

The meeting was adjourned at 9:18 a.m.

APPROVAL: \_\_\_\_\_



Birgit Klohs, Secretary to the Board

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