

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD ORGANIZATIONAL
MEETING
Wednesday, January 15, 2020

A quorum being present and in accordance with notice being duly given, Chair Koorndyk called the meeting of the full Authority Board to order on January 15, 2020 at 9:00 a.m.

Board Members Present: Dan Koorndyk, Floyd Wilson, Jr., Ted Vonk, Roger Morgan, Birgit Klohs, Doug Small

Also Present:

Mary Kay Shaver – Airport Attorney
Tory Richardson – President and CEO
Brian Picardat – Vice President & CFO
Alex Peric – Vice President and COO
Tara Hernandez – Marketing and Communications Director
Casey Ries – Engineering & Planning Director
Lisa Carr – Public Safety & Operations Director
Allan Fawcett – Interim Human Resource Director
Moe Khattak – Business Analyst
Margie Witbeck – Executive Assistant
Tim Wondergem – Wondergem Consulting
Jim Storey – Allegan County Commissioner

1-1 Call to Order

The meeting was called to order by Mr. Richardson.

1-2 Election of Officers

Mr. Richardson asked for nominations for Chair. Mr. Vonk nominated Mr. Koorndyk as chair. Motion moved by Mrs. Klohs, supported by Mr. Morgan. Motion carried.

Mr. Morgan moved that the nominations be closed, and unanimous ballad be cast.

Mr. Koorndyk asked for nominations for Vice Chair. Mr. Morgan moved that Mr. Wilson be Vice Chair. Supported by Mr. Vonk. Motion carried.

Mr. Morgan moved that the nominations be closed, and unanimous ballad be cast.

Mr. Koorndyk asked for nominations for Secretary. Mr. Wilson nominated Mr. Vonk, move supported by Mr. Morgan. Motion carried.

Mr. Morgan moved that nominations be closed, and unanimous ballad be cast.

Mr. Koorndyk introduced and welcomed Mr. Doug Small to the Authority Board. He also stated that The Authority and Experience Grand Rapids are parties to a Staffing Services Agreement dated December 1, 2016 and amended on December 1, 2019.

Under this Agreement, Experience Grand Rapids operates a visitors information center and provides mobile visitor concierge personnel to assist travelers and patrons throughout the Airport. For these services, the Authority pays Experience Grand Rapids \$15,722.91 per month with an annual CPI adjustment. The current term of the Agreement goes through November 30, 2020, with two automatic one-year renewal terms, unless either party provides at least 60 days' notice of non-renewal. Under the

Agreement, the Authority provides facilities and services at the Airport to Experience Grand Rapids, including the information desk, wireless internet, storage space, electrical service and janitorial services.

Mr. Small has no direct pecuniary interest under the Agreement; however, he does receive a salary from Experience Grand Rapids as the CEO and President.

This Agreement was entered into, and amended, prior to Mr. Small's appointment to the Board. In order to avoid any concerns involving this Agreement and Mr. Small's appointment to the Board, the Board, other than Mr. Small, will take a vote to ratify the Agreement at the Board's next meeting.

1-3 Public Comment

Mr. Jim Storey, Allegan County Commissioner, stated that he has applied for the open Board position and said he would like the opportunity to serve on the Gerald R. Ford International Airport Authority Board.

1-4 Adopt 2020 Board Meeting Schedule

Mrs. Klohs moved to accept and adopt the 2020 Board Meeting schedule, supported by Mr. Wilson. Motion carried.

1-5 Standing Committee Appointment and Meeting Schedules

Operations and Marketing Committee– Mr. Wilson (Chair), Mr. Morgan, Mr. Small

Finance and Legislative Committee– Mr. Vonk (Chair), Mrs. Klohs

1-6 Other Committee Appointments

Mr. Koorndyk appointed Mr. Small to serve on the Human Resource Committee. The Human Resource Committee includes Mr. Wilson (Chair) Mr. Small, Mr. Vonk

1-7 Other Business

Each member of the Board individually welcomed Mr. Small to the Authority Board and Mr. Richardson played a 2019 Year in Review video for the Board members.

1-8 Adjournment

The meeting was adjourned at 9:23 a.m.

APPROVAL: _____
Ted Vonk, Recording Secretary to the Board

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