



SEDONA-OAK CREEK
AIRPORT AUTHORITY

**Airport Terminal Conference Room
Minutes of the Annual Meeting – December 5, 2016.**
Pursuant to A.R.S. §38-431.01(B)

Directors Present: President Giorgio Cagliero, Vice President Pam Fazzini, Secretary/Treasurer Jim Brock, Director Roy Daniels, Director Steve Hein, Director Bill DeGross, Director Harold Idell.

Staff Present: Airport Manager Amanda Shankland, Business Manager Nelson Durkee.

Agenda Item #I. – Call to Order: The meeting was called to order by President Cagliero at 2:30 p.m.

Agenda Item #II. – Approve Minutes of the October 24, 2016 Regular Meeting and Executive Session. Secretary/Treasurer Jim Brock asked the Directors if there were any objections to approving the minutes as stated. There being none, Secretary/Treasurer Brock noted the minutes were approved.

Agenda Item #III. – Reports:

President: None

Vice President: None.

Secretary/Treasurer: Secretary/Treasurer Brock reported the Profit and Loss versus the Budget YTD showed that Income and Payroll were in line with expectations however expenditures greatly exceeded the Budget. He further noted there needs to be a concerted effort to reduce spending to bring this part of the budget in line with projections.

General Manager: Ms. Shankland reported on the following:

- Construction work on Air Terminal Drive and the Parking Lot have been completed.
- The Chamber of Commerce Mixer held December 1 was a great success.
- The Airport has recently launched a newly designed website.
- The Sedona Fire District recently held a training session at the Airport Terminal in the use of Automated External Defibrillators (AED) and Cardiopulmonary Resuscitation (CPR).

Business Manager: Mr. Durkee reported because of the recently initiated aggressive Avgas pricing program, gallonage sold YTD has now surpassed all of 2015. Jet gallons sold are in line with expectations declining some 12% from 2015.

Agenda Item #IV. – Public Comment:

- Ms. Krista Kline spoke noting the legal documentation and working structure of the Sedona-Oak Creek Airport was “not appropriate and needed to be fixed”.
- Mr. Scott Jablow introduced himself as member of the City of Sedona Council announcing he would like to act in the capacity of a liaison between Sedona and the Sedona-Oak Creek Airport Authority.

Agenda Item #V. – Old Business: None

Agenda Item #VI. – New Business:

- a. **Merit Technologies Lease: Discussion/Possible Action.** Airport Manger Shankland stated that because of some last-minute changes to the lease, she recommended the Board table a vote on the matter to a future meeting. Manager Shankland then introduced Mr. Paul Giovanni of Merit Technologies who provided an overview of the projected and answered * several questions from the Board. The Board agreed with bringing this subject up again at a later date.
- b. **Election of Officers:** Ballots were distributed to all Board Members for the vote on election of Officers for 2017. Following tabulation of the ballots by the General Manager and the Business Manager, it was announced that President Cagliero was re-elected to serve another term as President, Vice President Fazzini was re-elected to serve another term as Vice President and Secretary/Treasurer Brock was re-elected to serve another term as Secretary/Treasurer.

Agenda Item VII. – Call for vote to convene Executive Session pursuant to A.R.S. §38-431.03(A)(1). Vice President Fazzini made a motion for the Board to convene in Executive Session. The motion was seconded by Director Hein and was unanimously approved. The Executive Session was convened at 3:15 p.m. to discuss the Employee Pay and Benefits Package as detailed in the Fiscal/Calendar Year 2017 Operating Budget. Following conclusion of the Executive Session at 4:05 p.m., President Cagliero reconvened the Regular Session.

Agenda Item VIII. – Motions and votes on items discussed in Executive Session. None


Agenda Item #IX – Adjournment: There being no further business before the Board, President Cagliero declared the meeting adjourned at 4:06 p.m.

Certified as Accurate and Correct:

Dated this 8th day of December, 2016
Sedona-Oak Creek Airport Authority

BY: 
Jim Brock, Secretary/Treasurer

Minutes Approved

BY: 
Giorgio Cagliero, President