



PENINSULA AIRPORT COMMISSION

Governance Committee Meeting Minutes

The Governance Committee meeting of The Peninsula Airport Commission was held on: Monday July 20, 2020 in pursuant to the Notice.

Commissioners Present:

Commissioner Smith

Commissioner Joseph

Called to order at 4:30 p.m.

Commissioner Joseph motioned to approve minutes from October 19, 2019. Commissioner Smith seconded. **Motion carried. 2-0.**

Old Business

Mr. Giardino presented his vision of what the Committee structure could look like.

- Planning & Development instead of Air Service
- Executive Committee
- Governance
 - Executive Director Evaluation
 - Nominating Committee
- Finance & Audit
- Marketing & Public Relations

Recommend Committees to all meet on Monday before PAC

- Finance & Audit
 - Commissioner Herbert-Chair
 - Commissioner Coleman
- Governance
 - Commissioner Joseph-Chair
 - Commissioner Smith
 - Nominating Committee
 - Executive Director Evaluation
- Planning & Development
 - Commissioner Scott-Chair
 - Commissioner Smith



- Marketing & Public Relations
 - Commissioner Scott
 - Commissioner Kelly

Commissioner Smith would like to re-visit the Bylaws

- Commissioners Smith and Joseph
 - Draft proposed Bylaw changes
 - Meet with Newport News (Cindy)

Commissioner Joseph would like the opinion of the Audit Team regarding the 2nd Signature for checks over \$10K to see if we can change that in regards to Controls and Separation of duties.

Commissioner Joseph would like a Communication Plan where if anyone speaks to Stakeholders, the full Commission is aware.

There was a discussion on elected officials and serving on the Commission.

Discussion on GA Hangars

Mr. Giardino reported the following:

- PAC requested 3 items be posted on the website
 - All items were posted
 - Notification to GA Tenants will go out for awareness of information

Action item: Commissioner Smith asked for a response to AOPA letter to be shared.

Commissioner Smith suggests a formal movement to approve lease and policy in August.

Further discussion on GA Hangars

- Appraisals being done on 1A, 8A, and 28A
- 1A roof and rate

Being no other business, meeting adjourned at 5:23 pm.