Minutes of the MNAA Management Committee

BNA Nashville International Airport

Date: July 15, 2020	Nashville International Airport Boardroom / Electronic Meeting
Time: 10:30 a.m.	
Committee Members Present:	Aubrey B. Harwell III, Board Chair; Amanda Farnsworth, Board Vice Chair; Bill Freeman, Board Secretary; and John Doerge
Committee Members Absent:	None
Others Present:	Christy Smith; Nancy Sullivan; Bobby Joslin; Joycelyn Stevenson; Douglas E. Kreulen; Cindy Barnett; Lisa Lankford; and Angela Edwards

I. CALL TO ORDER

Chair Harwell called the meeting of the Metropolitan Nashville Airport Authority Management Committee to order at 10:35 a.m. pursuant to Public Notice dated July 10, 2020.

II. ROLL CALL AND OPEN MEETINGS ACT ANNOUNCEMENT

Ms. Angela Edwards, Staff Secretary, called roll of the members of the Management Committee. All members were present.

Ms. Edwards read the Open Meetings Act Announcement as follows:

The MNAA Management Committee will be held in accordance with Executive Order No. 16, signed by Governor Bill Lee on March 20, 2020, as amended by Executive Order No. 34, signed by Governor Bill Lee on May 6, 2020, and as amended by Executive Order No. 51 signed by Governor Bill Lee on June 29, 2020, allowing a governing body to hold meetings by electronic or other means of communication without a quorum being physically present if the governing body determines that meeting by electronic means is necessary to prevent the spread of COVID-19 or other related epidemics to protect the health, safety and welfare of the public and members of the governing body. All votes taken during this meeting will be by roll call vote.

III. APPROVAL OF MINUTES

Chair Harwell called for a motion for approval of the May 13, 2020 Management Committee meeting minutes. A motion was made by Vice Chair Farnsworth and seconded by Commissioner Doerge. Ms. Edwards took a roll call vote and the motion carried by vote of 4 to 0.

IV. CHAIR'S REPORT

Chair Harwell did not have a Chair's Report.

V. ITEMS FOR APPROVAL

None

VI. INFORMATION ITEMS

A. Confirmation of Board Staff Officer Appointments

President Kreulen stated the Board Bylaws require the Board to confirm the President's appointment of the Board Staff Officers for the airport. President Kreulen presented the new policy letter, P-1-006. Changes since the previous letter include the Auditor/Independent CPA being Plante Moran, and the General Counsel position was vacant.

Chair Harwell called for a motion for confirmation of the Board Staff Officer Appointments. A motion was made by Secretary Freeman and seconded by Commissioner Doerge. Ms. Edwards took a roll call vote and the motion carried by vote of 4 to 0.

B. CEO FY20 Evaluation

President Kreulen stated the members of the Management Committee would receive books containing information to complete the CEO Evaluation. President Kreulen then presented an overview of Key Performance Indicators for FY20 in the areas of Business Performance, Customer Experience, Employee Satisfaction, Safety and Security, and Strategic Goals and Objectives. President Kreulen then presented the Evaluation Criteria.

After questions and discussions, Ms. Cindy Barnett, Board Counsel, presented next steps for completion of the FY20 Evaluation.

C. FY21 Strategic Objectives

President Kreulen presented the FY21 Strategic Objectives for CEO and staff.

D. Performance/Personnel Update

President Kreulen gave an update on the following:

- Ongoing litigation
- A personnel action in which the Management Committee approved a severance package via phone call
- A fraud investigation
- COVID Aging Report
- Board Retreat to take place on October 21, 2020
- Resumption of a search for General Counsel; and
- 120 Day Calendar

President Kreulen reported MNAA had obtained outside legal counsel regarding possible bankruptcies of business partners and tenants.

After comments and questions from Chair Harwell, President Kreulen concluded his presentation.

E. MNAA Resolution No. 2020-06 Honoring A. Dexter Samuels, Ph.D.

President Kreulen presented MNAA Resolution No. 2020-06 honoring A. Dexter Samuels. Ph.D. and the 13 years of service he gave to the MNAA Board of Commissioners. President Kreulen stated he had sent the Resolution to the members of the Board and all suggestions from the Board members had been included in the final Resolution presented.

Chair Harwell called for a motion for approval of MNAA Resolution No. 2020-06. A motion was made by Secretary Freeman and seconded by Chair Harwell. Ms. Edwards took a roll call vote and the motion carried by vote of 4 to 0.

VII. Adjourn

There being no further business brought before the Management Committee, Chair Harwell thanked the Commissioners for their participation and adjourned the meeting at 11:30 p.m.

Angela Edwards - Staff Secretary

William H. Freeman, Board Secretary

with permission