Minutes of the MNAA Management Committee

BNA Nashville International Airport

Date: November 11, 2020	Nashville International Airport Boardroom / Electronic Meeting
Time: 11:15 a.m.	
Committee Members Present:	Aubrey B. Harwell III, Board Chair; Amanda Farnsworth, Board Vice Chair; and John Doerge
Committee Members Absent:	Bill Freeman, Secretary; and Bobby Joslin
Others Present:	Christy Smith; Joycelyn Stevenson; Doug 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 11:15 a.m. pursuant to Public Notice dated November 6, 2020.

II. ROLL CALL

Ms. Angela Edwards, Staff Secretary, called roll of the members of the Management Committee. All members were present excluding Secretary Freeman and Commissioner Joslin.

III. APPROVAL OF MINUTES AND OPEN MEETINGS ACT ANNOUNCEMENT

Chair Harwell waived the reading of the Open Meetings Act Announcement as follows:

The MNAA Management Committee will be held in accordance with Executive Order No. 16, as amended by Executive Order No. 34, as amended by Executive Order No. 51, as amended by Executive Order No. 60, and as amended by Executive Order No. 65, signed by Governor Bill Lee on October 28, 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.

Chair Harwell called for a motion to approve the October 14, 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 3 to 0.

IV. CHAIR'S REPORT

Chair Harwell did not have a Chair's Report but recognized it was Veteran's Day and thanked President Kreulen, Mr. Robert Ramsey, SVP, Chief Operations Officer, Commissioner Joslin, and Mr. Jeff Roach, AVP, Executive Director of JWN, for their service. Chair Harwell congratulated Ms. Marge Basrai, VP, Chief Financial Officer, for being named a Trailblazing Woman in Finance. Chair Harwell also recognized Chief Griswold, AVP, Chief of Police, and the members of DPS for saving two lives the past weekend.

V. ITEMS FOR APPROVAL

None

VI. INFORMATION ITEMS

CEO Update

President Kreulen briefed the Committee and asked for guidance on copying the staff on e-mails sent to the Commissioners. Chair Harwell asked for Ms. Cindy Barnett, Board Counsel's, thoughts on this issue. Ms. Barnett stated it was not a good idea to communicate by e-mail in-between meetings and any business should be discussed at the Committee meetings or Board meetings. Ms. Barnett instructed the Commissioners to refrain from "replying all" on e-mails. Chair Harwell also asked Commissioners to refrain from "replying all" on text messages.

President Kreulen stated he would not include staff on any e-mails, except for Ms. Lisa Lankford, AVP, Special Assistant to the President, Ms. Sabrina Troy, Executive Assistant to the President, and Ms. Angela Edwards, Executive Assistant to the President, all whom help President Kreulen run the office.

President Kreulen stated he wanted to be compliant with open meetings and open records requests and any correspondence to Commissioners is for their information only and not to be forwarded to outside agencies as some Commissioners had done in the past. Ms. Barnett stated that any business coming before the Board needs to be routed through President Kreulen.

President Kreulen reported on a personnel matter and asked the Management Committee for permission to execute the severance package, if accepted by the terminated employee. Commissioner Doerge stated, for a later discussion, there should be more parameters around severance and other

packages so that President Kreulen can make those decisions and not wait for the Committee and Board to meet. After comments and discussions, President Kreulen stated he would work with Commissioner Doerge to prepare a policy on such matters.

President Kreulen gave an update on the search for the position of General Counsel and other legal matters involving the Authority. President Kreulen updated Commissioners on matters coming before the Board and asked for thoughts on a possible one-time employee incentive. After comments and discussions, it was decided that President Kreulen would work with Ms. Basrai to determine an incentive for employees, if any.

President Kreulen gave an update on the move to the new Administrative building.

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 11:46 a.m.

Angela Edwards /Staff Secretary
William H. Freeman, Board Secretary