

**BURLINGTON INTERNATIONAL AIRPORT
BOARD OF AIRPORT COMMISSIONERS
MINUTES OF SPECIAL MEETING
June 15, 2018**

DRAFT

MEMBERS PRESENT: Jeff Munger (Chairman)
Bill Keogh [via telephone]
Jeff Schulman [via telephone]
Helen Riehle

MEMBERS ABSENT: Alan Newman

BTV STAFF PRESENT: Gene Richards, Director of Aviation
Nic Longo, Deputy Director of Aviation
Marie Friedman, Director of Finance
Shelby Losier, Director of Transportation
Hannah Lumbra, Administrative Assistant

OTHERS PRESENT: None.

1.0 CALL TO ORDER

Chair, Jeff Munger, called the special meeting to order at 9:02 AM on June 15, 2018.

2.0 AGENDA

MOTION by Bill Keogh, SECOND by Helen Riehle, to approve the agenda as presented. VOTING: unanimous (4-0); motion carried.

3.0 PUBLIC FORUM

None.

4.0 APPROVE/RECOMMEND TO BOARD OF FINANCE AND CITY COUNCIL

4.01 Building Lease: Junior League of Champlain Valley

MOTION by Bill Keogh, SECOND by Helen Riehle, to approve and recommend to the Board of Finance and City Council for approval the building lease with Junior League of Champlain Valley and to authorize the Aviation Director to execute the lease documents. VOTING: unanimous (4-0); motion carried.

4.02 Airport Budget Update

MOTION by Bill Keogh, SECOND by Jeff Schulman, to approve and recommend to the Board of Finance and City Council for approval the proposed FY2018 Airport Budget amendments as presented. VOTING: unanimous (4-0); motion carried.

5.0 ADJOURNMENT

MOTION by Bill Keogh, SECOND by Helen Riehle, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 9:05 AM.

RScty: MERiordan