

DATE: November 4, 2021
TO: SAA Board of Directors
FROM: Tim Rogers and Shelli Swanson
SUBJECT: **November 10, 2021, Special Board Meeting**

Transmitted with this memo are items for your review prior to Wednesday's special board meeting.

Wednesday's meeting will be an "in person" meeting with the option of joining the meeting via the following GoToMeeting video/audio link.

<https://global.gotomeeting.com/join/435026141>

The special board meeting will focus on the following 2021 Airport Authority priorities.

- Attract and recruit new business activity to the Airport and Airport Industrial Center.
- Preparation of the SAA's 2022 Operating Plan and Budget

Please note the following agenda comments.

Agenda Item #4 – Executive Session. (Gunn and Rogers)

An executive session of the SAA board of directors is scheduled to discuss the financial affairs and trade secrets of two companies considering business expansions at the Salina Regional Airport and Airport Industrial Center. The following individuals have been invited to join the SAA board in the executive session as resources for the board's discussion.

- Mike Schrage, City Manager, City of Salina
- Eric Brown, President & CEO, Salina Area Chamber of Commerce
- Mitch Robinson, Executive Director, Salina Community Economic Development Corporation

Recommended Motion:

I move that the Airport Authority board of directors recess into an executive session for twenty-five (25) minutes to discuss the subject of two (2) specific economic development projects based upon the need to discuss data relating to the financial affairs or traded secrets of corporations, partnerships, trusts and individual proprietorships pursuant to K.S.A. 75-4319(b)(4). The open meeting will resume in this room at ____ AM.

No Airport Authority board action will be taken concerning the executive session discussion following the executive session.

Agenda Item #5 – Presentation and Review and of the SAA’s Draft 2022 Operating Plan and Budget.

(Swanson)

At the meeting Shelli will present and review the Airport Authority’s draft 2022 operating plan and budget. The 2022 operating plan summarizes the actions and projects necessary to maintain and develop the Salina Regional Airport and Airport Industrial Center. The 2022 operating budget summarizes the financial resources required to accomplish the 2022 operating plan.

Agenda Item #6 – An Executive Session to Discuss Matters of Non-Elected Personnel. (Gunn)

A second executive session is scheduled for the purpose of discussing matters of non-elected personnel. One of the matters is the start of the executive director’s annual performance evaluation that is conducted by the SAA board of directors.

Recommended Motion:

I move that the Salina Airport Authority board of directors recess into executive session for thirty (30) minutes to discuss the subjects of the initial phase of the Executive Director’s performance evaluation and matters affecting the privacy interests of other individual employees based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at _____ AM.

No Airport Authority board action will be taken concerning the executive session discussion following the executive session.

Please contact me if you have any questions or comments.

SALINA AIRPORT AUTHORITY SPECIAL BOARD MEETING
Hangar H600, First Floor Conference Room
2720 Arnold Court

November 10, 2021 – 4:00 PM

AGENDA

Call to Order (Gunn)

1. Call to order, determine that a quorum is present and confirm that the meeting notice has been published. (Gunn)
2. Recognition of guests. (Gunn)
3. Additions to the agenda and agenda overview. (Rogers)

Executive Session (Gunn)

4. An executive session of the board of directors to discuss trade secrets of two (2) corporations. (Gunn)

I move that the Airport Authority board of directors recess into an executive session for twenty-five (25) minutes to discuss the subject of two (2) specific economic development projects based upon the need to discuss data relating to the financial affairs or traded secrets of corporations, partnerships, trusts and individual proprietorships pursuant to K.S.A. 75-4319(b)(4). The open meeting will resume in this room at ____ AM.

No Airport Authority board action will be taken concerning the executive session discussion following the executive session.

Action Items (Gunn)

5. Review of the Salina Airport Authority's draft 2022 Operating Plan and Budget

Executive Session

6. An executive session of the board of directors to discuss matters of non-elected personnel. (Gunn)

I move that the Salina Airport Authority board of directors recess into executive session for thirty (30) minutes to discuss the subjects of the initial phase of the Executive Director's performance evaluation and matters affecting the privacy interests of other individual employees based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at ____ AM.

No Airport Authority board action will be taken concerning the executive session discussion following the executive session.



Directors' Forum (Gunn)

Visitor's Questions and Comments (Gunn)

Staff Reports (Rogers)

Announcements (Windhorst)

Adjournment (Gunn)

