

**CHARLOTTE COUNTY AIRPORT AUTHORITY**

**MINUTES OF WORKSHOP – APRIL 9, 2015 – 10:23 A.M.**

**1. Call to Order**

**2. Invocation**

Commissioner Herston gave the invocation.

**3. Pledge of Allegiance**

**4. Roll Call**

**Present:** Chair Andrews; Commissioners Coppola, Hancik, Herston and Seay; Executive Director Quill; Attorney Garrard; Assistant Executive Director Parish; Ms. Desguin; Mr. Laroche and Mr. Mallard. **Others present:** Michael Hirsh, Don Lee, Jeanette Worth-Dugan, Steve Henriquez, Ron Ridenour, Don Lee, Lionel Schuman, Councilman Cavanaugh, other people from the private sector and a member of the press.

**5. Policy and Procedures**

Commissioner Herston asked about the difference in the type fonts. Ms. Laishley explained that the items highlighted in yellow came from an existing document. Chair Andrews started going over the distributed bylaws.

Article II

Section 1. B. Commissioner Seay suggested adding “and as set forth by Florida State Statues”.

Section 2. Commissioner Seay commented on an emergency meeting being called by three members because the Board members cannot talk to each other. There was discussion to keep in the wording three commissioners but for them to request a meeting through the notification of the Executive Director. Commissioner Seay suggested deleting the word “forthwith” and “bona fide”

Section 3. There was discussion to change it to annually at the November meeting.

Section 4. Commissioner Seay suggested changing said special meeting to notice of a meeting and add “and as set forth by Florida State Statues”.

Section 5. A. There was discussion on who would preside over the meeting if the Chair and Vice-Chair were not available. There was the suggestion of the Secretary/Treasurer. There was discussion of changing the commission and board members to Authority.

There was discussion that any of the Board members can sign checks and will be changed to reflect that.

B. After discussion on the two options on how this section could be worded the second choice was selected. There was discussion on Roberts Rules for small boards concerning the Chair.

C. There was discussion on what constitutes a special meeting and on how to call it. There was discussion on revising the layout of Section 2.

D. There was much discussion on when the public should be allowed to speak on items on the agenda and when to address the Board. There was discussion on RFP's, when they are available to the public and the laws that govern RFP's. There were suggestions and discussion on the layout of the agenda. There was discussion on what the public can discuss with the Board and those who take the time to come to the meetings. There were comments on the use of the yellow sheets and the additional input it provides the public. There was discussion on how some of the other agencies allow public input. There was discussion to try a layout with input before old business and again before new business. There was discussion if more time for input needs to be changed on the agenda. There was consensus to recess the meeting. Mr. Quill commented that the idea is to finish this document at the next workshop and then bring it back to the June meeting for a vote.

**Chair Andrews recessed the meeting at 11:55 a.m. and the meeting will be reconvened following the May 14<sup>th</sup> regular meeting.**

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Paul Andrews, Chair

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Kathleen Coppola, Secretary/Treasurer