

**SPECIAL BOARD MEETING OF THE
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS**

March 7, 2023

MINUTES

1. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM

Pursuant to proper notice, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) convened its Special Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport (“JAN”) in Jackson, Mississippi at 12:00 p.m. on Tuesday, March 7, 2023. A copy of the Board Meeting Notice is attached as Exhibit “A” hereto.

Chairman Herring presided, called the Meeting to order at 12:00 p.m., and called the roll of Commissioners.

Warren Herring, Chairman, (“Herring”), present
Sharon Bridges, Vice Chairwoman, (“Bridges”), present
Rickey Jones, Commissioner, (“Jones”), present
Rica Lewis-Payton, Commissioner, (“Lewis-Payton”), arrived at 12:09 p.m.

Chairman Herring announced that a quorum was present and stated that the meeting would proceed with a discussion of the agenda (the “Agenda”). The following other persons were also present at the Meeting:

John Means, Acting CEO
Regina Q. May, Esq., Board Counsel for JMAA (“May”)
Steven G. Williams, Esq., Legal Officer for JMAA (“Williams”)

And persons listed on the sign-in sheet for the March 7, 2023 Meeting, Exhibit “B” hereto.

II. INVOCATION – Chair Herring

III. APPROVAL OF BOARD NOTICES

Notice of Special Meeting of the Board of Commissioners scheduled for Tuesday, March 7, 2023 at 12:00 p.m. in the Community Room, Jackson-Medgar Wiley Evers International Airport in Jackson, MS. Chairman Warren made the motion to approve which was seconded by Vice Chairwoman Bridges, and passed 3-0 in the temporary absence of Commissioner Payton.

IV. REPORTS

A. Report from the Chairman – None.

B. Report from the Acting Chief Executive Officer

1. Approval of Acting CEO's travel plans for FY 2023 – AAAE SE Chapter meeting in Richmond, VA April 29 – May 2, 2023 and International Facilities Managers Annual Conference and Airport Council Annual Meeting, Denver, CO July 23 – August 2, 2023. Estimated cost for both trips is \$9,500.00. Vice Chairwoman Bridges asked about the Acting CEO's travel budget for the year. It was stated that the annual budget is \$75,000.00 and the Acting CEO gets 20% of that. It was clarified that Acting CEO and Commissioners do not need Board approval for domestic travel. No vote was necessary on this subject. Commissioner Payton joined the meeting at 12:09 p.m. Commissioner Jones asked about the upcoming trip to Washington D.C. and whether it would exceed his travel budget. Commissioner Jones stated that he would cover the expense himself if necessary. Chairman Herring stated that the Commissioners should stick to their budget and Commissioner Jones agreed but requested to see travel records from before Covid-19. Vice Chairwoman Bridges suggested that Commissioner Jones request that the Board return to pre-Covid-19 rules. Chairman Herring agreed.
2. Terri Springer, HR consultant. Springer was hired to assist in addressing several HR matters and submitted an invoice in the amount of \$17,925.00 for January and February 2023.

At 12:14 p.m. Chairman Herring suggested that the Board go into Executive Session to further discuss this matter. Chair Herring made a motion for the Board to go into Closed Session to determine if Executive Session were necessary. Commissioner Payton seconded and the motion passed 4-0.

At 12:15 pm. the Board was in Closed Session and the room was cleared. The Commissioner discussed what would be considered in Executive Session and that consisted of personnel issues. Acting CEO Means also left the room.

Vice Chairwoman Bridges made a motion for the Board to go into Executive Session to get updates on various personnel matters. Commissioner Payton seconded and the motion carried 4-0.

At 12:18 p.m. the Board was in Executive Session.

At 1:21 p.m. Vice Chairwoman Bridges made a motion to end Executive Session and return to Open Session. Commissioner Jones seconded and the motion carried 4-0.

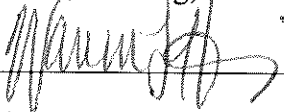
At 1:24 p.m. the Board was back in Open Session. Chairman Herring announced that the Board had ratified Ms. Springer's consultant agreement and agreed to pay her invoice. The posting for the job of Director of DBE and Business Diversity was approved. The Acting CEO had requested approval of upcoming travel but since it was already part of the budget, it was determined that additional Board approval was not necessary. The Chairman encouraged good stewardship of airport resources and requested that the Acting CEO and Commissioners only attend high value meetings. The lobbyist initiative was pulled due to time limitations.

At 1:33 p.m. Commissioner Jones made a motion to adjourn which was seconded by Vice Chairwoman Bridges and which passed 4-0.

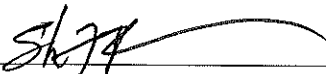
At 1:34 p.m. the meeting was adjourned.

Respectfully submitted,

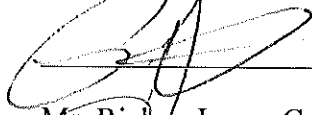
Mr. Warren Herring, Commissioner and Chairman



Ms. Sharon Bridges, Commissioner and Vice Chairwoman



Ms. Rica Lewis-Payton, Commissioner



Mr. Rickey Jones, Commissioner

