

**SPECIAL MEETING OF JACKSON MUNICIPAL
AIRPORT AUTHORITY BOARD OF COMMISSIONERS
JUNE 11, 2019**

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

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its Special Meeting in the Terminal Building, Hawkins Field Airport (“HKS”), in Jackson, Mississippi, at 4:00 p.m., on Tuesday, June 11, 2019 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an Exhibit to the June 11, 2019, Special Meeting Minutes.

Vice-Chairman Lee A. Bernard Jr., presided, called the Meeting to order at 4:00 p.m., and called the roll of Commissioners.

The following Commissioners were present, in person, during roll call for a quorum at the Special Board Meeting:

Lee A. Bernard Jr., Vice-Chairman
LTC(R) Lucius Wright, Commissioner
Pastor James L. Henley Jr., Commissioner
Robert E. Martin, Commissioner

Vice-Chairman Bernard, announced that a quorum was present at the Special Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Special Meeting of the Board scheduled for 4:00 p.m. on Tuesday, June 11, 2019, in the Terminal Building, Hawkins Field Airport (“HKS”), in Jackson, Mississippi. The following other persons were also present at the Meeting:

Perry Miller, M.S., A.A.E., I.A.P. JMAA’s Interim Chief Executive Officer
John L. Walker, Esq., Walker Group, PC, Attorneys at Law
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law

II. INVOCATION

Commissioner Pastor Henley gave the Invocation.

III. ACCEPTANCE OF NOTICE

- A. Notice of the Special Meeting of the Board of Commissioners (“The Board”) of the Jackson Municipal Airport Authority (“JMAA”) on June 11, 2019, at 4:00 p.m.

RESOLUTION CY-2019-79

APPROVAL OF THE NOTICE OF THE JUNE 11, 2019 SPECIAL MEETING

After discussion and review, and upon the motion made by Commissioner Martin, seconded by Commissioner LTC(R) Wright, the Board unanimously approved the Notice of the June 11, 2019, Special Meeting by a unanimous vote (4-0-0).

RESOLVED, that the Board hereby approves the Notice of the June 11, 2019, Special Meeting and directs that said notice be filed in the appropriate minute book and records of the Authority.

Yeas: Bernard, Henley, Martin, Wright
Nays: None
Abstentions: None

June 11, 2019

IV. PUBLIC COMMENTS

None.

V. ACTION ITEMS

A. FINANCIAL MATTERS

1. Early Issue.....Page 1¹

In response to Commissioner LTC(R) Wright’s inquiry, Commissioner Pastor Henley explained why the travel advancement per diem amounts for the JMAA Staff Members and the Commissioners differ.

Next, Commissioner Pastor Henley informed the Board that Chairman Harris authorized the Finance Committee to bring forth a recommendation as to the State of Mississippi Travel Advance Policy during the next Board Meeting.

RESOLUTION CY-2019-80

RESOLUTION AUTHORIZING AN EARLY ISSUE PAYMENT FOR TRAVEL ADVANCE FOR EXPENSES RELATED TO JMAA COMMISSIONERS’ AND EMPLOYEES’ TRAVEL TO THE INTERNATIONAL PARIS AIR SHOW

Upon motion by Commissioner Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by majority vote (3-1-0).

¹ The page numbers herein are the page numbers contained in the Meeting Packet which is attached as an Exhibit to the June 11, 2019 Special Board Meeting Minutes.

WHEREAS, the Board has considered the request of JMAA's Staff for the authority to make early issue payments as travel advancements, for expenses related to travel to the International Paris Air Show, in Paris, France from June 17, 2019-June 23, 2019, in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) to Commissioner Lee A. Bernard, Vice Chairman and Commissioner Robert E. Martin; and

WHEREAS, the Board has considered the request of JMAA's Staff for the authority to make early issue payments as travel advancements, for expenses related to travel to the International Paris Air Show, in Paris, France from June 17, 2019-June 23, 2019, in the amount of One Thousand Two Hundred Twenty-Five Dollars (\$1,225.00) to Perry J. Miller, Interim Chief Executive Officer, Darion Warren, Interim Chief Operating Officer, and Yolanda Moore, Public Relations and Customer Service Manager; and

WHEREAS, the requests for the advance payments were submitted after the deadline for payments to be included on the Claims Docket for May 2019; and

WHEREAS, the Board finds that such requests, which are fully explained in a Memorandum dated June 11, 2019, found at pages 1 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to make early issue payments, as travel advancements for expenses related to travel to the International Paris Air Show, in Paris, France from June 17, 2019-June 23, 2019, of Two Thousand Five Hundred Dollars (\$2,500.00) to Commissioner Lee A. Bernard, Vice-Chairman and Commissioner Robert E. Martin and One Thousand Two Hundred Twenty-Five Dollars (\$1,225.00) to Perry J. Miller, Interim Chief Executive Officer, Darion Warren, Interim Chief Operating Officer, and Yolanda Moore, Public Relations and Customer Service Manager; and

IT IS, THEREFORE, FURTHER RESOLVED that such requests are fully explained in the Memorandum dated June 11, 2019, found at page 1 of the Meeting Packet.

Yeas: Bernard, Martin, Wright

Nays: Henley

Abstentions: None

June 11, 2019

B. Other Matters

1. *International Travel, JMAA: Authorize Interim CEO's Travel to Air Transport Research Society World Conference, Netherlands.....Page 2*

RESOLUTION CY-2019-81

RESOLUTION AUTHORIZING TRAVEL OF JMAA'S INTERIM CHIEF EXECUTIVE OFFICER, PERRY J. MILLER, TO THE AIR TRANSPORT

RESEARCH SOCIETY WORLD CONFERENCE IN AMSTERDAM, THE NETHERLANDS, FROM JULY 2, 2019 - JULY 5, 2019

Upon motion by Commissioner LTC(R) Wright, seconded by Commissioner Martin, the following **RESOLUTION** was made and approved by majority vote (3-0-1).

WHEREAS, the Board has considered the request of JMAA's Staff to: (i) authorize the international travel of JMAA's Interim Chief Executive Officer, Perry J. Miller, to attend the Air Transport Research Society World Conference ("ATRS") in Amsterdam, The Netherlands, from July 2, 2019-July 5, 2019 ("ATRS"); and (ii) determine that the proposed travel by Mr. Miller to ATRS will be extremely beneficial to JMAA; and

WHEREAS, the estimated cost of attending the ATRS event is \$5,000.00; and

WHEREAS, the current Travel Policy for the Board ("Travel Policy"), states that no travel outside the continental limits of the United States, on behalf of the Authority, shall be permitted by an employee, to include the CEO, at the Authority's expense, without specific prior approval by the Board and a determination by the Board that such travel would be extremely beneficial to the Authority; and

WHEREAS, the Board has considered the foregoing and has considered the benefits which will accrue to the Authority regarding Mr. Miller's attendance at the Air Transport Research Society World Conference; and

WHEREAS, the Travel Policy for Airport Authority Staff adopts the per diem rates established by the U.S. General Services Administration which provides for a per diem for "Netherlands: Amsterdam" at \$114.00 per day for meals; and, \$28.00 per day for incidentals; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated June 11, 2019, found at pages 2-3 of the Meeting Packet, along with the ATRS Conference Programme, attached as an exhibit to this Resolution, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA: (i) authorizes the international travel of JMAA's Interim Chief Executive Officer, Perry J. Miller, to the Air Transport Research Society World Conference in Amsterdam, The Netherlands, from July 2, 2019-July 5, 2019; and (ii) determines that the proposed travel by Mr. Miller to ATRS will be extremely beneficial to JMAA; and

IT IS THEREFORE, FURTHER RESOLVED that JMAA approves and authorizes payment of the estimated cost of Perry J. Miller, Interim CEO, to attend the ATRS event in the amount of \$5,000.00, including reimbursement of per diem rates, to Mr. Miller for meals and incidentals, per the JMAA Travel Policy For Airport Authority Staff Revised: March 21, 2014: Paragraph 3, Subparagraph 3.1, in order for Perry J. Miller, Interim CEO, to attend and participate in the Air Transport Research Society World Conference in Amsterdam, The Netherlands from July 2, 2019-July 5, 2019, as fully explained in the Memorandum dated June

11, 2019, found at pages 2-3 of the Meeting Packet, along with the ATRS World Conference Programme, attached as an exhibit to this Resolution, all in accordance with the Travel Policy of JMAA.

Yeas: Bernard, Martin, Wright

Nays: None

Abstentions: Henley

June 11, 2019

Next, the Board held some discussion concerning the Board's travel expenses being excluded from the budget. Commissioner Pastor Henley explained to the Board the previous events and past discussions that led up to the Board's travel to the Air Show being excluded from the Board's travel budget.

2. *International Travel, JMAA: Authorize purchases related to the International Paris Air Show Event*

Mr. Miller informed the Board that Staff has not been able to purchase some of the tickets required for the Air Show events using the JMAA credit card. Therefore, Staff is requesting authority to request that Trustmark Bank wire the required funds in order to purchase the tickets.

RESOLUTION CY-2019-82

RESOLUTION GRANTING AUTHORITY MAKE NEEDED PURCHASES RELATED TO THE INTERNATIONAL PARIS AIR SHOW EVENT BY USE OF A WIRE TRANSFER MADE TRUSTMARK BANK

Upon motion by Commissioner Pastor Henley, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and unanimously approved (4-0-0).

WHEREAS, the Board has considered the request of the Jackson Municipal Airport Authority ("JMAA") Staff for authority to make needed purchases for the Commissioners and JMAA Staff Members to attend an International Paris Air Show Event by use of a wire transfer made by Trustmark Bank.

IT IS, THEREFORE, RESOLVED that JMAA Staff is authorized to make needed purchases for the Commissioners and JMAA Staff Members to attend an International Paris Air Show Event by use of a wire transfer made by Trustmark Bank.

Yeas: Bernard, Henley, Martin, Wright

Nays: None

Abstentions: None

June 11, 2019

3. APPROVAL OF THE AMENDED AGENDA

The Board held a discussion as to the Agenda for the June 11, 2019, Special Meeting. The Board then Resolved the below Resolution.

RESOLUTION CY-2019-83

APPROVAL OF THE AMENDED AGENDA OF THE JUNE 11, 2019 SPECIAL MEETING

After discussion and review, and upon the motion made by Commissioner Martin, seconded by Commissioner Pastor Henley, and approved by unanimous vote, 4-0-0, the following resolution was made and entered.

WHEREAS, the Board desires to amend the Agenda regarding the June 11, 2019, Special Meeting, by deleting from the Agenda item No. 3 in the Other Matters section of the Agenda which states, "International Travel, JMAA: (i) Revise Resolution CY-2019-46 regarding JMAA Staff International Travel; and (ii) Approve related stop payment Action"; and

WHEREAS, the Board will consider the deleted Agenda Item at a future Board Meeting; and

WHEREAS, the Board further desires to approve the Amended Agenda and attach said Amended Agenda to the June 11, 2019, Special Meeting Minutes.

IT IS, THEREFORE, RESOLVED that the Agenda regarding the June 11, 2019, Special Meeting, shall be amended to delete from the Agenda item No. 3 in the Other Matters section of the Agenda which states, "International Travel, JMAA: (i) Revise Resolution CY-2019-46 regarding JMAA Staff International Travel; and (ii) Approve related stop payment Action"; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board hereby approves the Amended Agenda of the June 11, 2019, Special Meeting and the Amended Agenda shall be attached to the June 11, 2019, Special Meeting Minutes.

Yeas: Bernard, Martin, Wright

Nays: Henley

Abstentions: None

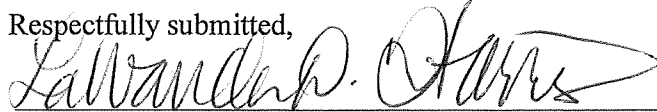
June 11, 2019

The Board then held some discussion regarding meeting venues during the International Air Show as well as the materials that will be available for distribution during the International Air Show.

VII. ADJOURNMENT

Thereafter, it was moved by Commissioner Pastor Henley, seconded by Commissioner Martin, and resolved by unanimous vote, (4-0-0) that the Special Meeting of the Board be ADJOURNED at 4:45 p.m.


Respectfully submitted,



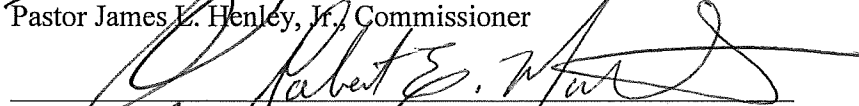
Ms. LaWanda D. Harris, Commissioner and Chairman



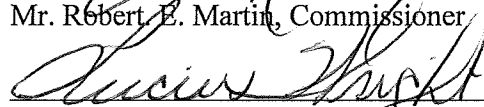
Mr. Lee A. Bernard Jr., Commissioner and Vice-Chairman



Pastor James L. Henley, Jr., Commissioner



Mr. Robert E. Martin, Commissioner



LTC(R) Lucius Wright, Commissioner