SMAA Board of Commissioners Regular Meeting ACTION Items
Location: Dan P. McClure Auditorium East
Date: November 17, 2020

Those Present:
Kristin Incrocci, Chairman
John Stafford, Vice Chairman
Secretary, Doug Holder
Commissioner Carlos Beruff
Commissioner Bob Spencer
Commissioner Peter A. Wish
Fredrick J. Piccolo, President, Chief Executive Officer
C. Dan Bailey, Jr., Airport Counsel
Anita Eldridge, Sr. VP Finance & Administration
Mark Stuckey, Exec. VP, COS
Kent Bontrager, Sr. VP Engineering & Facilities
Karen Garofalo, Executive Assistant – SMAA

Chairman Incrocci called the meeting to order at 1:00 pm.

Item 2. Election of Officers:
Dan Bailey, Airport Counsel, conducted the election of officers.
(Sarasota County) The Board unanimously elected Commissioner Doug Holder as CHAIRMAN
(Manatee County) The Board unanimously elected Commissioner Bob Spencer as VICE CHAIRMAN.
(Manatee County) The Board unanimously elected Commissioner Carlos Beruff as SECRETARY.

Item 3. Presentation of Chairman Plaque to Kristin Incrocci
Newly elected Chairman Holder presented a plaque to Kristin Incrocci, in appreciation of her services as Chairman this past year.

Item 4. Introduction of New Employees
Ms. Eldridge introduced Julio Monroy, Facilities Maintenance Technician, to the Board.

Item 5. Approval of Minutes
The SMAA Board unanimously approved the Minutes of the Regular Meeting & Public Hearing of September 28, 2020, and Minutes of the Special Meeting of October 19, 2020.

Item 7. Items Needing Action:
The SMAA Board unanimously approved the following items:

A. Approval: Changes to The Principal U.S. Property Separate Account Investment Option Included in Authority's Retirement Plans

B. Approval: Proposed Schedule of CY 2021 SMAA Board Meeting Dates is as follows:
CY 2021 Regular Meetings Commence at 1:00 p.m.:
Monday, JANUARY 25
Monday, MARCH 22
Monday, MAY 24 w/Workshop meeting to evaluate the Pres. CEO at 11:00 am same day)
Monday, AUGUST 23 (w/Budget Workshop starting at 11:00 am, or as determined by the Chair)
Monday, SEPTEMBER 27
Monday, NOVEMBER 15

According to the by-laws, **if necessary**, the Board would schedule a second Budget Workshop for the first Wednesday after Labor Day: Wednesday, September 8.

C. Approval: Proposed Schedule of Calendar Year 2021 Employee Holidays

HOLIDAY	**DAY OBSERVED**	
New Year's Day 2021	January 1	
Martin Luther King, Jr. Day	January 18	(M)
Memorial Day	May 31	(M)
Independence Day	July 5	(M)
Labor Day	September 6	(M)
Veteran's Day	November 11	(TH)
Thanksgiving Day	November 25	(TH)
Day after Thanksgiving	November 26	(F)
Christmas Eve*	December 24	(F)
Christmas Day*	December 27	(M)
Two Floating Holidays	Not Designated	

D. Approval: Amendment No. 4 to Scheduled Airline Operating Agreement and Terminal Building Lease

E. Approval: SMAA Resolution 2020-08, Ratifying The Appointment of Membership to Fire Prevention Code Board Of Appeals by Manatee County Fire Chiefs' Association

Item 12. Commissioners' Comments

The Board unanimously approved a motion to extend Resolution 2020-06 (approved at the September 28, 2020 Board meeting), which substitutes the corresponding applicable metric criteria for FY 2019 and CY 2019 to be utilized to calculate 457 (f) and employee incentive or performance based compensation payments for FY/CY 2020 contained in any Employment Agreement, Senior Management Program or SMAA Personnel Policy, by multiplying the various program payments by two to come to the final calculation for each employee. Payments to be distributed before the Christmas holiday. **Motion unanimously approved.**

Item 8. Department Reports

The following department reports were accepted:

a. Financial Statements
b. Investment Portfolio
c. Finance & Administration Department
d. Real Estate Development & Properties Department
e. ARFF, Operations & Police Departments
f. Development/Community Relations, Activity Report
g. Engineering, Planning & Facilities Departments
h. Internal Audit & Investment Compliance
i. Information Technologies

The meeting adjourned at 1:31 p.m. A copy of the Regular minutes of this meeting is available following approval at the next regular SMAA meeting of January 25, 2021.