

Minutes of the Stockton ARTP Board of Directors

Board Meeting November 1, 2017

In accordance with the provisions of the New Jersey Open Public Meeting Act, a meeting of the Board of Directors of the Stockton Aviation Research and Technology Park Corporation of New Jersey, Inc. was held at Stockton University on Wednesday, November 1, 2017, in Board Room K-203k at 3:00 pm.

Call to Order: The meeting was called to order by Dr. Edward Salmon, President.

Roll Call - Present: Officers: Dr. Edward Salmon, President; Howard Kyle, representing Dennis Levinson, Secretary; Steve Mazur, Treasurer. Board Members: Dr. Harvey Kesselman, Stockton University; Michael Angulo, Stockton University; Kevin Broecker, Stockton University, and Meg Worthington and Sam Young. The following board members attended by phone: Dr. Anne Harlan, Vice-President; Juan Burgos representing Melissa Orsen, NJEDA; and Christopher Howard, CRDA

Excused Absent: Sydney Sykes

Others in Attendance: Shelley Yak, Michele Holmes and Gayle Martin-Taylor, FAA; John Lamey, ACIA; Janice Bond, Nicole Marsh, Joe Salvatore, John Wiley, Stockton ARTP and Fred Scerni, Parker McCay

Approval of Minutes: The President called for approval of the minutes from July 20, 2017, Board Meeting. The minutes were reviewed and approved as submitted. A motion was made and seconded for approval by (Young/Worthington). This was unanimously approved by the board.

SARTP Budget/Financials: Dr. Edward Salmon called upon Steve Mazur to provide an overview of the Stockton ARTP FY17 and FY18 budgets that were presented to all members prior to this meeting. Steve Mazur stated that the actual close-out expense total budget for Stockton ARTP FY17 was \$564,128 and FY18 budget will start with a carry-over balance of \$12,569.00.

Then, Steve Mazur provided an overview of update to date Stockton ARTP FY18 budget. He reported that the being presented today, total remained the same but the shows funding adjustments from the originally approved funding items.

Lastly, after a brief discussion among the board members, Dr. Edward Salmon asked for a motion to approve FY17 Stockton ARTP close-out budget as presented and the updated FY18 Stockton ARTP budget as presented. A motion was made and seconded for the approval of both FY17 and FY18 Stockton ARTP budgets as reported by (Angulo/Worthington). This was unanimously approved by the board.

Draft FY17 Stockton ARTP Audit: Dr. Edward Salmon asked Steve Mazur to provide an overview of the Stockton ARTP FY17 draft audit report. The report was completed by Grant Thornton, LLP and was distributed earlier to each member of the board. Steve Mazur reported that there were no findings by the audit and no issues were found with the financial recording. There were no comments made by the members of the board. A motion to approve a resolution for the FY17 audit documents prepared by Grant Thornton, LLP as presented was made and seconded by (Worthington/Kesselman). This was unanimously approved by the board.

SARTP By-Law Change Discussion & Seconded Reading: Dr. Edward Salmon asked for a second reading of the proposed changes to the Stockton ARTP By-Laws as indicated below, which were presented to the members of the board on July 20, 2017, for approval. A motion was made and seconded to revise the current Stockton ARTP By-Laws to include the recommended changes below by

the Governance & Nominating Committee as indicated below by (Kyle/Angulo). This was unanimously approved by the board.

The following recommended changes will be incorporated in current Stockton ARTP By-Laws as of November 1, 2017:

1. Add ACIA/John Lamey to the Stockton ARTP Board of Directors, increasing the number of directors by (1)
2. Change Tenant Sectors to Tenant/Members Sector to include Stockton ARTP members.
3. Change the FAA Advisor selection by removing the old FAA Lease refers information to the updating the FAA/Stockton ARTP Lease information.
4. Change the terms of the Stockton ARTP Officers from a 1-year term to a 3-year term. The new term would start as of next year (2018).
5. Update "College" to University throughout the document

Following this motion and based on the accordance of the approved By-Laws dated today, November 1, 2017, members of the board welcomed John Lamey, representing ACIA as a new Stockton ARTP board member and asked him to join the table.

Executive Session: Dr. Edward Salmon requested a motion to enter into an executive session to discuss matters pertaining to contractual matters. A motion was made and approved by (Worthington/Mazur). This was unanimously approved by the board.

Return to the Public Sector: Executive session concluded and President Dr. Edward Salmon asked for a motion to return to the public session. A motion was made and approved by (Kyle/Worthington). This was unanimously approved by the board.

SARTP Master Management Agreement 2nd Amendment: Dr. Edward Salmon asked for a motion to approve a resolution authorizing the second amendment to a Master Management Agreement with Stockton University to extend the current executed Amendment Master Management Agreement with Stockton University from March 18, 2017, to April 30, 2018, and to amend the provisions of Section 6 as presented in the revised agreement. A motion was made and approved by (Kesselman/Angulo). This was unanimously approved by the board.

Amendment to JLW Consulting, LLC Agreement: Dr. Edward Salmon asked for a motion to approve a resolution authorizing an amendment to the service contract for management and related services to amend the current JLW Consulting, LLC Agreement with Stockton ARTP dated May 12, 2017, to provide amended terms including the removal of certain services, selecting the option to extend the service contract on a month-to-month basis, and other amended terms as present in JLW Consulting, LLC Amendment To Service Contract presented to the board members dated October 31, 2017. A motion was made and approved by Worthington/Kesselman. This was unanimously approved by the board.

Brief Out on ATCA Conference: John Wiley and Joe Salvatore provided a brief report to the members of the board on the outcome of attending the 62nd Air Traffic Control Association Conference (ATCA) that took place October 15-18, 2017.

Stockton ARTP Activities Report: John Wiley and Joe Salvatore provided an overview report of their key accomplishments and activities indicating their other activities since the last board meeting.

Other Business, Comments, Suggestions: Dr. Edward Salmon invited all members and advisors to the Hughes Center Honors Event on being held on Thursday, November 9, 2017, at Seaview from 5:30 – 8:30 pm. Dr. Salmon mentioned that there will be a presentation given by Vice President Joe Biden.

Lastly, Michael Angulo mentioned that going forward the Stockton ARTP Board Meeting will be moved to the N-Wing conference room here at Stockton University due to an increase in attendances.

Future Scheduled Meetings to be held at Stockton University (K-203k) at 3:00 pm:

- Stockton ARTP Board of Directors Meeting January 25, 2018

Adjournment: There being no other business to discuss, the President called for a motion to adjourn. A motion was made by Meg Worthington and seconded by Michael Angulo at 4:05 pm.

These minutes were prepared and submitted by Howard J. Kyle, Secretary.