



Tomorrow's Leader in Global Aviation Innovation

Board of Directors Meeting

Meeting Minutes
October 25, 2018

In accordance with the provisions of the New Jersey Open Public Meeting Act, a meeting of the National Aviation Research and Technology Park Board of Directors was held at Stockton University, 101 Vera King Farris Drive, Galloway, NJ 08205 in N-Wing Conference Room (N-123) on Thursday, October 25, 2018, at 3:00 p.m.

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

Roll Call – Present via Telephone: Officers: Dr. Edward Salmon, President; Howard Kyle, representing Dennis Levinson, Secretary; Steve Mazur, Treasurer. Board Members: Michael Angulo, Stockton University; Dr. Harvey Kesselman, Stockton University; Meg Worthington; Sam Young; and Marshall Spevak, Designee for CRDA.

Absent: Dr. Anne Harlan, Vice-President; Christina Fuentes, Board of Directors Designee for Tim Sullivan; John Lamey, ACIA; Ted Onuwa, Jr., Student Trustee, and Monica O’Kane, Student Trustee

Others in Attendance: Shelly Yak, FAA Director; Alfred R. Scerni, Jr., Esquire, Parker McCay P.A., and Nicole Marsh

UPDATE ON NATIONAL ARTP ACTIVITIES: Howard Kyle reported to the board by having NARTP and representatives at the ATCA Conference in Maryland a couple of weeks ago outcome was successful. Mr. Kyle then reported the NARTP Membership Committee met on October 18, 2018, and approved Engility Corporation and Thunderbolt Software request for membership. Then Mr. Kyle provided some brief information to members of the board on the following topics:

- Smart Airport – Discussions with SJTA (Currently working out details for the upcoming meeting on November 7th)
- Aviation District Outlook
- Building a Relationship with Embry-Riddle
- Building a Relation with the New Jersey Innovation Institution (NJII)
- Incentive Help from the State
- Relationship with the FAA (Key members: Shelley Yak, Jon Schiefer, and Michele Holmes)
- Joint Base - Meeting details are currently being worked which includes members from the FAA and NJII
- NARTP Foundation is now in place (First Building) – Next step: next building and incentive package

UPDATE ON MASTER MANAGEMENT AGREEMENT: After review and a brief discussion on the updated Master Management Agreement shared with members of the board prior to this meeting, Dr. Salmon asked for a motion to approve the updated Master Management Agreement as presented dated October 24, 2018. A motion to approve the updated Master Management Agreement was made and seconded by (Kyle/Kesselman). This was unanimously approved by the board.

EXECUTIVE SESSION: Dr. Salmon asked for a motion to enter into an Executive Session to discuss contractual matters. A motion was made and seconded by (Young/Mazur). This was unanimously approved by the board.

Once the board members concluded their discussion, Dr. Salmon asked for a motion to return to the public session. A motion was made and seconded by (Angulo/Young). This was unanimously approved by the board.

CONTRACT NEGOTIATIONS WITH NJII: Following the executive session, Fred Scerni presented to the members of the board an updated version of the NARTP – NJII agreement dated October 23, 2018, which would replace the previous version include in their meeting package materials. A brief discussion took place among the members of the board regarding the draft NARTP- NJII Draft Agreement and some recommendation were made by board members like having Ian Trammel, NJII representative and Howard Kyle, NARTP Board representative listed in the agreement. In addition to pointing out if there are other types of services provided by NJII that not listed on the scope of work presented a separate agreement will be required. Lastly, a recommendation was made to clean up the draft version document and to send out the new version to the board members for another review and to plan on having a meeting within ten days for voting purposes.

DISCUSSION ON DRAFT PROPOSED NARTP FY19 BUDGET: Dr. Salmon asked Steve Mazur to provide an overview of the draft proposed NARTP FY19 Budget presented, Mr. Mazur in conjunction with Howard Kyle talked about the proposed NARTP FY19 Budget. The proposed report included a line item for NJII services being paid by ACIA funding source. No action was required from the board.

OTHER BUSINESS, COMMENTS, SUGGESTIONS: The President of the board mention that he would like to have the Governor come visit the Research Park. Marshall Spevak mentioned to the board members of Senator Cory Booker team toured the building at the Research Park. Mr. Kyle mentioned a request for a CO was made for the first building.

EXECUTED RESOLUTIONS: The President of the boards, Dr. Salmon signed the following resolutions at the end of the meeting:

- RESOLUTION NO. 013-2018 – ***A RESOLUTION OF THE NATIONAL AVIATION RESEARCH AND TECHNOLOGY PARK OF NEW JERSEY, INC., AUTHORIZING THE ENTRY INTO AND EXECUTION OF AN AMENDED AND RESTATED MASTER MANAGEMENT AGREEMENT WITH STOCKTON UNIVERSITY***

Future Scheduled Meetings: Below are the upcoming meeting to be held at Stockton University, 101 Vera King Farris Drive, Galloway, NJ 08205 - (N-Wing Large Conference Room N-123) at 3:00 pm:

- Special NARTP Board Meeting Date: TBD
- Governance and Nominating Committee Meeting Thursday, November 15, 2018
- Board of Directors Meeting Thursday, January 17, 2019

Adjournment: There being no other business to discuss, the President thanked all the members for their attendance and participation. Then a motion to adjourn was called. A motion was made and seconded by (Mazur/Angulo).

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