

Minutes of the Joint Meeting of the  
MNAA Board of Commissioners  
and MPC Board of Directors



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Date: June 17, 2020

Place: Nashville International Airport / Electronic Meeting

Time: 1:00 p.m.

Board Members Present:

Trey Harwell, Vice Chair; Amanda Farnsworth, Secretary; John Doerge; Bill Freeman; Bobby Joslin; Nancy Sullivan; Jimmy Granbery; Christy Smith; Kevin Crumbo; and Joycelyn Stevenson

Board Members Absent:

None

Others Present:

Doug Kreulen, Cindy Barnett, and Angela Edwards

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I. Call to Order

Vice Chair Harwell called the MNAA Board of Commissioners and MPC Board of Directors meetings to order at 1:00 p.m., pursuant to the Public Notice dated June 12, 2020.

II. Roll Call and Open Meetings Act Announcement

Ms. Angela Edwards, Staff Secretary, read the Open Meetings Act Announcement as follows:

The Joint Meeting of the MNAA Board of Commissioners and MPC Board of Directors will be held in accordance with Executive Order No. 16, signed by Governor Bill Lee on March 20, 2020, as amended by Executive Order No. 34, signed by Governor Bill Lee on May 6, 2020, allowing a governing body to hold meetings by electronic or other means of communication without a quorum being physically present if the governing body determines that meeting by electronic means is necessary to prevent the spread of COVID-19 or other related epidemics to protect the health, safety and welfare of the public and members of the governing body. All votes taken during this meeting will be by roll call vote.

Ms. Angela Edwards, Staff Secretary, called roll of the members of the MNAA Board of Commissioners and MPC Board of Directors. All members were present.

III. Approval of Minutes

Upon motion made by Commissioner Granbery and seconded by Commissioner Smith, the Board voted to approve the Minutes of the May 20, 2020 Joint Meeting of the MNAA Board of Commissioners and MPC Board of Directors. Ms. Edwards took a roll call vote and the motion carried by vote of 10 to 0.

IV. Chair's Report

Vice Chair Harwell congratulated Commissioner Doerge for his reappointment to the Board of Commissioners which was confirmed last evening by Metro Council. Vice Chair Harwell then welcomed Ms. Joycelyn Stevenson to the Board of Commissioners and congratulated her on her appointment. Each Commissioners' term expires April 5, 2024. Ms. Stevenson stated she was very excited to be on the Board and looked forward to getting to work.

V. President's Report

President Kreulen stated the BNA Shop launched June 10, 2020 in order to promote the brand in the community, protect the trademark, and raise additional revenue. It has been a huge success. The website has been in operation for 7 days and has raised \$27,415.78.

631 doormats of BNA carpet had been sold so far. It has been well received by the public.

VI. Items for Approval

A. Appointments to the Arts at the Airport Foundation Board

Ms. Cathy Holland, Director, Community Affairs, Arts & Events, briefed the Board on this item. Staff requested that the Board of Commissioners appoint six members to the Arts at the Airport Foundation Board of Directors (Foundation Board). All appointments would be for a three-year term which would take effect on January 1, 2020. Nominees for appointment include Jorge Arrieta, Dr. Paulette Coleman, Danielle McDaniel, Michael McBride, Brian Tibbs and Janice Zeitlin.

Staff provided the Board a staff analysis of the Appointments to the Foundation Board prior to the meeting.

Ms. Holland reported as of December 31, 2019, six positions were available on the Foundation Board. Ms. Holland gave a brief background of each of the nominees.

### Committee Review

This item did not require committee review and was presented to the Board of Commissioners for approval.

Commissioner Granbery made a motion to approve the appointment of the six nominees to the Foundation Board and Commissioner Farnsworth seconded the motion. Ms. Edwards took a roll call vote and the motion carried by vote of 10 to 0.

## VII. Informational Items

### A. Nashville International Update

President Kreulen stated the months of January and February 2020 were record months for the airport for enplanements. With the tornado in March and the COVID-19 pandemic, BNA had its lowest enplanement numbers in April 2020 since the late 1950s. Since then, staff has had to rebuild the budget. The budgeted enplanements for April was 1,000 passengers per day. May's budget was 2,500 per day and June's budget was 5,000 per day. BNA was on target for April and is ahead of the curve in May and June. Today, there are just under 8,000 people scheduled to depart. On a normal day, pre-pandemic, average enplanements were 25K per day. BNA is working its way back up. If the trend continues in June, BNA is on track for 175K enplanements which is 25K more than budgeted.

Flights at BNA had gone from 260 per day pre-pandemic to approximately 80 per day. At this time, there were approximately 140 flights per day.

President Kreulen presented a slide of BNA FBO fuel sales and visits week over week beginning February 16, 2020. There was a sharp decline in March, but fuel sales and visits are beginning to rise.

After questions and discussions, President Kreulen moved on to the next item.

### B. John C. Tune Update

President Kreulen presented a slide of JWN FBO fuel sales and visits for the months of January 2020 through May 2020. The trend was the same as BNA with a decline in March and each month has seen a rise in sales.

Commissioner Joslin inquired as to the term "visit." Ms. Margaret Martin, VP, Chief Development Officer, explained that each FBO defines a visit differently. It is not a required term. Corporate Flight Management (CFM) defines it as when someone requests a service. Staff is working with the FBOs to come to an agreement upon terms to use for different services so that everyone gains a better

understanding of what is being tracked. Once the tower is operational, flights leaving and landing at JWN will be logged by the air traffic controllers.

C. BNA Concessions Update

President Kreulen reported on concession sales and presented a slide of sales for each week beginning April 19, 2020 through June 7, 2020. As enplanements rise, concessions sales were also rising.

Concourse D will open soon and the opening ceremony is scheduled for July 16, 2020. Governor Bill Lee and Mayor John Cooper will be on hand to participate. The CEO of Southwest Airlines, Gary Kelly, will also be in attendance. President Kreulen presented a slide showing the layout of the Concourse for the opening ceremony. There will be no concessions open at that time, but kiosks will be open for food and drink.

D. Diversity & Workforce Development Update

President Kreulen stated MNAA has 339 active employees. 46 positions had been eliminated due to the COVID-19 workforce impacts. No one at MNAA had lost their job. Recruiting had stopped at this time. There are a couple of critical positions that need to be filled. BNA has instituted a "Back to Business Plan" for bringing employees back to the office that have been working from home. Employees are encouraged to maintain social distancing and leadership is working on the configuration of office space as more people come back to the office that had been working from home.

Within the last year, MNAA has made a significant improvement to the male to female ratio of employees as well as ethnic groups in the workforce. MNAA is working to match the Davidson County and Nashville labor force and in some cases, MNAA has outperformed those statistics. SMWBE spend continues to increase as BNA Vision progresses.

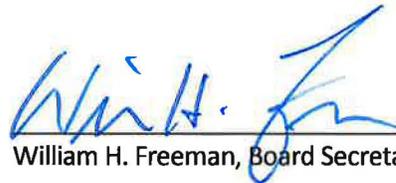
The Disparity Study is almost final. There were two previous studies done in 2007 and 2014. The 2020 Disparity Study is working with data from 2018 which is two years old. MNAA is making improvements in reducing the number of recommendations. MNAA staff is waiting on the data from the study to determine how to quantify the recommendations to get credit or track data in a better way to ensure MNAA is improving to decrease the number of recommendations. 5 recommendations had been made in the 2020 Study and each recommendation has been assigned to an executive department as a point of contact. MNAA has not achieved substantial parity in awarding contracts to MWBE firms. The firm that conducted the study has not identified the parity so MNAA staff does not know at this time how far off the statistics are. MNAA is fine tuning programs by centralizing data and tracking in B2G.

Staff is working to create metrics to track outreach activities. Staff is also working on a diversity and inclusion policy to make sure MNAA is investing in a culture of equality at the airport.

After questions and discussions, President Kreulen concluded his presentation.

VIII. Adjourn

There being no further business brought before the Board, Vice Chair Harwell thanked the Commissioners for their participation and adjourned the meeting at 1:32 p.m.



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William H. Freeman, Board Secretary