



**ALBANY COUNTY AIRPORT AUTHORITY**  
 ALBANY INTERNATIONAL AIRPORT  
 ADMINISTRATION BUILDING  
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 ALBANY, NEW YORK 12211-1057

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**Minutes of the  
 Governance Committee Meeting  
 of the Albany County Airport Authority**

*ACAA Governance Committee*  
**APPROVED**  
~~12/6/10~~

**November 1, 2010**

Pursuant to notice duly given and posted, the Governance Committee meeting of the Albany County Airport Authority was called to order on Monday, November 1, 2010 at 5:10 pm in the 3<sup>rd</sup> Floor Conference Room of the main Terminal located at the Albany International Airport by Acting-Chair David E. Langdon with the following present:

**MEMBERS PRESENT**

David E. Langdon, Acting-Chair  
 Ex-Officio Committee Member  
 Dennis J. Fitzgerald

**MEMBERS ABSENT**

Tony Gorman

**STAFF**

John A. O'Donnell  
 Peter Stuto  
 Bill O'Reilly  
 Ginger Olthoff

**ATTENDEES**

None

Acting-Chair David Langdon stated that per the By-Laws he was an ex-officio member of all Committees but could vote on a Committee item if he were filling in for a member who could not make the meeting. He stated that in this case, he would be substituting for John Graziano who is no longer an Authority member.

**1. Acceptance of Minutes: October 15, 2007**

Mr. Langdon stated that he was at the October 15, 2007 meeting and the minutes do reflect what happened at that meeting.



Mr. Fitzgerald stated that it was his understanding from Counsel that he did not have to be present at the meeting to vote on the minutes.

Mr. Fitzgerald moved to accept said minutes. The motion was adopted unanimously.

**2. Adoption of Mission Statement and Performance Measures in Accordance with 2009 Public Authorities Reform Act and Approval of Submission Package to the Authority Budget Office (ABO)**

Mr. Langdon stated that adoption of the Mission Statement and Performance Measures was required under the 2009 Public Authorities Reform Act (Act). He stated that historically, the Authority members have requested detailed information such as is included in the proposed Mission Statement and Performance Measures. The Authority members have, over the years, requested much of the detail that is found in the monthly financial reports submitted to the Authority by staff.

Mr. Langdon stated that compliance with the Act was now formalizing the process that has already been established by the Authority members by asking the Board to officially sign-on to the process that has been in place over the years.

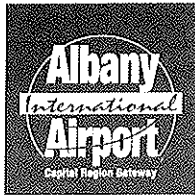
Mr. O'Donnell stated that the Authority Budget Office (ABO) requires Board members to sign a statement that they understand the Mission Statement and Performance Measures. He stated that this will be accomplished by formal adoption of the Mission Statement and Performance Measures at the regular Authority meeting that will follow the Governance Committee meeting. The Board will also be asked to approve the package that will be submitted to the ABO acknowledging understanding of the Mission Statement and Performance Measures.

Mr. O'Donnell stated that the Authority's Mission Statement and Performance Measures have historically been included in the adopted annual budget. He stated that the Mission Statement and Performance Measures are presented today in greater detail than those included in the budget each year. He stated that the performance measures included in the budget are monitored throughout the year as a normal part of budgetary review.

Mr. O'Donnell stated that adoption at the regular meeting tonight will bring the Authority into full compliance regarding this requirement under the Act.

Chair Langdon moved to recommend acceptance, by the full Authority, of said Mission Statement and Performance Measures and approval of said submission package to the Authority Budget Office (ABO). The motion was adopted unanimously.

There being no further business, the meeting was adjourned at 5:20 pm.



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## **ALBANY COUNTY AIRPORT AUTHORITY**

### **GOVERNANCE COMMITTEE**

#### **AGENDA**

**November 1, 2010**

- 1. Acceptance of Minutes: October 15, 2007**
  - 2. Adoption of Mission Statement and Performance Measures in Accordance with 2009 Public Authorities Reform Act and Approval of Submission Package to the Authority Budget Office (ABO)**
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