

## Minutes of the Stockton ARTP Board of Directors

### Board Meeting July 20, 2017

In accordance with the provisions of the New Jersey Open Public Meeting Act, a special 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 Thursday, July 20, 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; Dr. Anne Harlan, Vice-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. The following board members attended by phone: Juan Burgos representing Melissa Orsen, NJEDA; Christopher Howard, CRDA and Sam Young.

**Excused Absent:** Sydney Sykes

**Others in Attendance:** Shelley Yak and Michele Holmes, FAA; Bob Heinrich, Brian Kowalski, Sharon Schulman, Stockton University; John Lamey, ACIA; Nicole Marsh, Joe Salvatore, John Wiley, Stockton ARTP and Fred Scerni, Parker McCay.

**Approval of Minutes:** President Dr. Salmon called for approval of the minutes from the April 27, 2017, Board Meeting. The minutes were reviewed and approved as submitted. A motion was made and seconded for approval by (Worthington/Harvey) Vice President Anne Harlan abstained.

Next, President Dr. Salmon called for the approval of the minutes from the May 18, 2017, Special Board Meeting. The minutes were reviewed and approved with the following correction, Steve Mazur was absent for the May 18, 2017, board meeting. Steve was unable to connect by phone and Anne Harlan attended by phone. A motion was made and seconded for approval by (Worthington/Harvey) Treasury, Steve Mazur abstained.

**Executive Session:** President Dr. Salmon requested a motion to enter into an executive session. A motion was made and approved by (Harvey/Worthington). This was unanimously approved by the board.

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

**SARTP Budget/Financials:** Dr. Salmon called upon John Wiley to present an update on the FY17 and FY18 Stockton ARTP Budget. Both budget reports were presented to the members of the board. During this meeting, no action was required by the board for FY17 budget since it was not closed. Next, Mr. Wiley informed the members that on June 15, 2017, the submitted FY18 Budget was approved by the Stockton ARTP Executive Committee and no action was required by the board. Then, Mr. Wiley mentioned that, the Treasurer Steve Mazur, will be presenting the budget to the board going forward and that there will be a new format for the budget that will have line item totals rolled up to the category line name.

**Program Plan/Strategic Plan:** Dr. Salmon asked John Wiley to report on the program and strategic plan that he and Joe Salvatore are currently working on. Mr. Wiley informed all that both he and Joe Salvatore looked at every Stockton ARTP agreement that are currently in place and now

looking at what needs to be done next. Mr. Wiley mentioned that one of next action plans would be working on is getting new members, and at the next board meeting on October 12th, he will be presenting a program plan. On the strategic side, Mr. Wiley mentioned that he and Joe Salvatore will have met with some of the board members one on one and will set up meetings with others to get their views and will provide an outline on the feedback and will continue to look at all the agreements in place to make sure that they are all up to date. Lastly, Dr. Salmon mentioned to the board members how great it was to meet with John Wiley and Joe Salvatore one on one.

**SARTP By-Law Change Discussion & First Reading:** Dr. Salmon asked John Wiley to report on the proposed recommendation changes to the current Stockton ARTP By-Laws as indicated below:

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

No action was required from the board at this meeting regarding the proposed recommended changes to the current Stockton ARTP By-Laws.

**Stockton ARTP Activities Report:** The members of the board received an activity report prepared by John Wiley and Joe Salvatore indicating their current activities. John Wiley informed the board that the Atlantic County agreed to extend the Road Maintenance Agreement with Stockton ARTP and that the presented Resolution to accept the extension needs to be voted on. Dr. Salmon asked for a motion to approve the Resolution regarding the Atlantic County Maintenance Agreement. A motion was made and approved by (Kesselman/Worthington). This was unanimously approved by the board.

**Other Business, Comments, Suggestions:**

The following members and advisors: Dr. Anne Harlan, Shelley Yak, Bob Heinrich and Sharon Schulman informed the board members with information that was gathered when the group visited with NIA in Hampton, VA. All members of the board found the information provided was very valuable and asked that John Wiley and Joe Salvatore schedule a follow up meeting with NIA.

Lastly, the members of the board were informed there is a vacant seat available for the Stockton ARTP Board of Directors and if anyone has any recommendation that they should forward this information to Sharon Schulman.

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

- Stockton ARTP Executive Committee Meeting                      Thursday, September 14, 2017
- Stockton ARTP Board of Directors Meeting                      Thursday, October 12, 2017

**Adjournment:** There being no other business to discuss, the President called for a motion to adjourn. A motion was made by Dr. Harvey Kesselman and seconded by Steve Mazur at 4:25 pm.

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