

METROPOLITAN AIRPORT AUTHORITY  
INTERNAL AFFAIRS COMMITTEE  
MEETING MINUTES

June 24, 2021

**APPROVED BY**  
**Board of Commissioners**  
Date 12-9-21

*COMMITTEE MEMBERS PRESENT:*

Kurt Donnelly, Chairperson  
Commissioners John Malvik and Jennifer Radloff

*COMMITTEE MEMBERS ABSENT:*

None

*OTHERS ATTENDING:*

Commissioners Fisk, Jannes, Stone  
MAA staff: Benjamin Leischner, Angela Burch, Jo Johnson-Meineke, Ashleigh Johnston, Marlin Jackson, Jeff Swan, Joe Goetz, Betsy Kaiser; Brooke Rutledge and Roger Strandlund (Califf & Harper, PC)

Chairperson Donnelly called the meeting to order at 11:31 a.m.

1. Moved Malvik, second Radloff, to approve the minutes of the meeting held on September 15, 2020. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.
2. Angela Burch, Director of Finance, presented the preliminary FY2022 corporate budget. Handouts with estimated receipts and expenditures for FY2022, as well as side-by-side comparisons to FY2021 were provided. A 5% increase in wages compared to FY2021 budget is driven by tentative union negotiations and workforce reinvestment. A 20-25% reduction in activity was estimated compared to FY2019 (pre-COVID-19) actual numbers. A \$200,000 capital contribution to the LLC was included but will be avoided if possible. There was additional line-by-line discussion of details on projected increases, decreases, capital improvements, and reclassifications. The proposed budget will be presented to the full Board for approval at the July meeting. Motion Malvik, Second Radloff, to recommend approval of the FY2022 budget, with the recommendation being designated as an action item for the Board at the July meeting. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.
3. Benjamin Leischner, Executive Director, presented the proposed FY2022 Pay for Performance Matrix for non-represented personnel as outlined in a memo to the Committee. The proposed matrix was revised from FY2021 based on tentative union negotiations that includes a 3.5% increase in wages for represented employees and an addition for employees hired between January 1, 2021 and March 31, 2021 to be eligible for a 50% proration. Previously, employees hired after January 1st would have to wait up to 18 months for salary or wage adjustments. Motion Radloff, Second Malvik, to recommend approval of the FY2022 Pay for Performance Matrix, with the recommendation being designated as an action item for the Board at the July meeting.

Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.

4. At 12:36 p.m., motion Radloff, second Malvik, to conduct the meeting in Closed Session under the exceptions to the Open Meetings Act, cited as: 5 ILCS 120/2(c)(1,2,5,6,8 and 11); with such citations corresponding to the respective subjects of personnel, collective bargaining, property acquisition, lease pricing, security and pending or imminent litigation. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.

Remaining in the conference room were the above Commissioners, MAA staff – Benjamin Leischner, and Roger Strandlund.

At 1:10 p.m., Mr. Leischner was excused from the meeting.

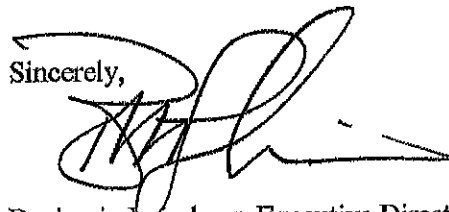
At 1:27 p.m., Mr. Leischner rejoined the meeting.

At 1:36 p.m., motion Malvik, second Radloff, to adjourn back into open session. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.

No formal action was taken.

5. Motion Malvik, second Radloff to recommend the payroll memorandum for Executive Director, Benjamin Leischner, with the recommendation being designated as an action item for the Board at the July meeting. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.
6. Motion Malvik, second Radloff to recommend the payroll memorandum for a one-time appreciation bonus for specific employees, with the recommendation being designated as an action item for the Board at the July meeting. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.
7. At 1:38 p.m., motion Radloff, second Malvik, to adjourn the meeting. Roll call: Ayes – Malvik, Radloff, Donnelly. Nays – none. Absent – none. Motion carried.

Sincerely,



Benjamin Leischner, Executive Director  
For the Committee