



COLORADO FLIGHTS
ALLIANCE

Board Meeting – November 17, 2017, 11 a.m.
Cosmo Wine Cellar
Telluride, Colorado

Agenda

1. Call to Order and Approval of August 24 and October 26, 2017, Meeting Minutes (5 minutes)
 - a. New Business, Announcements & Public Discussion
 2. Executive Session (30 min)
 - a. Proprietary Legal, Financial & Airline Information
 3. Board & Organization (25 minutes)
 - a. Partnership Agreement with TTB
 - b. Financials
 - c. Board Terms, Officers and Committees
 - d. 2018 Meeting Calendar
 4. Airports Update (10 minutes)
 - a. TEX
 - b. MTJ
 5. Planning (10 min)
 - a. Winter 2017-18
 - b. Summer 18
 6. Flight Performance (10 min)
 - a. Winter 1718
 7. Adjourn Meeting
- Conference Call information: Phone: 800-977-8002 Code: 23361542#
 - For screen share, invite email will be sent at time of meeting

**Colorado Flights Alliance
Board Meeting – August 24, 2017
Cosmopolitan Wine Cellar
Telluride, Colorado**

Meeting Minutes

Board Members Present: Dirk de Pagter, Bill Jensen, Joan May

Staff, Board Members and Public Present via Telephone: Michael Martelon, Steve Togni, Judy Ann Files

Staff and Public Present: Matt Skinner, Ben Kalman

Board Members Absent: Todd Brown, Lloyd Arnold, Bob Delves, Dan Jansen

Call to Order: Dirk de Pagter called the meeting of the Colorado Flights Alliance board of directors to order at 1:37 PM.

- 1. Approval of May 25, 2017 Meeting Minutes:** There were no comments on the meeting minutes. Bill Jensen motioned for approval. Joan May seconded that motion. Minutes approved unanimously.
- 2. New Business, Announcements & Public Discussions:** There was no new business. There were no announcements. There was no public discussion.
- 3. Airports Update:**
 - a. TEX:* A new airport manager has been hired at TEX. Matt Skinner and the new airport manager will meet to further discuss TEX air service. The renovation of the general aviation terminal is complete.
 - b. MTJ:* MTJ will host Tribute to Aviation in September. TSA will be adding steps to security protocol, which will potentially create delays at regional airports. Telluride Tourism Board, Colorado Flights Alliance and TSG Ski and Golf have purchased advertising space throughout the airport.
- 4. Planning:**
 - a. Winter 2017-2018:* Matt Skinner reviewed flights and schedules for TEX and MTJ. The board of directors discussed competitive set flights. The board of directors discussed holiday flight traffic. Matt Skinner reviewed current summer and winter flights performance.
- 5. Board and Organization:**
 - a. Financials and Budget:* Matt Skinner presented the financial statements dated June 30, 2017. Matt Skinner reviewed direct contributions. The board of directors discussed the

TSG Ski and Golf contribution. TSG Ski and Golf's accounting department is reviewing the calculation of this year's contribution and will confirm the amount with Colorado Flights Alliance. Matt Skinner reviewed all marketing and administrative expenses. The board of directors discussed the cash reserve policy and upcoming airline guarantees. The board of directors discussed revenue forecasts for the year.

- b. 2017-2018 Fiscal Year Budget:* Bill Jensen motioned to approve the 2017-2018 fiscal year budget. Joan May seconded that motion. The motion was approved unanimously.
- 6. Executive Session:** Joan May motioned to go into executive session at 2:43 PM. Bill Jensen seconded that motion. The motion to go into executive session was approved unanimously. Dirk de Pagter motioned to come out of executive session at 3:02 PM.
 - a. Personnel Compensation:* Joan May motioned to approve compensation structures for personnel. Bill Jensen seconded that motion. The motion was approved unanimously.
- 7. Meeting Adjourned:** Joan May motioned to adjourn the meeting at 3:03 PM. Bill Jensen seconded that motion. The motion to adjourn the meeting was approved unanimously.

**Colorado Flights Alliance
Board Meeting – October 26, 2017
Montrose Regional Airport
Montrose, Colorado**

Meeting Minutes

Board Members Present: Dirk de Pagter, Todd Brown, Dan Jansen, Joan May, Lloyd Arnold, Steve Togni, Judy Ann Files

Staff, Board Members and Public Present via Telephone: None

Staff and Public Present: Matt Skinner

Montrose County: Roger Rash, Glen Davis, Ken Norris

City of Montrose: Dave Bowman, David Romero, Roy Anderson, Stephen Alcorn, Rob Joseph

Board Members Absent: Bob Delves, Bill Jensen

Call to Order: Dirk de Pagter called the meeting of the Colorado Flights Alliance board of directors to order at 11:05 AM.

- 1. Introductions:** Members of CFA, Montrose City & County exchanged introductions
- 2. New Business, Announcements & Public Discussions:** There was no new business, announcements or public discussion.
- 3. Air Service Development**
 - a. Matt Skinner reviewed Summer 17 schedules, passenger and seat growth, and projected Winter 1718 schedules, passenger and seat growth at MTJ
 - b. Matt Skinner reviewed 3-5 year growth trends at MTJ
- 4. Airports:**
 - a. Lloyd Arnold gave an update on projects at MTJ, including a ramp expansion by 2018 and a new website launching Nov. 9.
 - b. Lloyd Arnold gave an update on long-term expansion plans under the new Airport Master Plan, including a significant portion of initial funding coming from the County, with planning meetings beginning in January 2018. The expansion will first go north and then up a story, as currently envisioned.
- 5. Visioning**
 - a. The CFA Board, Montrose County and City Montrose representatives engaged in a round-table discussion regarding current air service, MTJ airport, marketing, economic benefit and targets for the future. Discussion points included air service markets, airport

expansion options, current compression challenges, the inter-linked and inter-dependent economies along the 550 corridor (including current in-process study), current strong support among Montrose constituencies for CFA programs, marketing crossover opportunities, diversified seasonal and year-round economic opportunities, and continued collaboration between the entities.

- 6. Meeting Adjourned:** Joan May motioned to adjourn the meeting at 1:30 PM. Dan Jansen seconded that motion. The motion to adjourn the meeting was approved unanimously. Meeting attendees joined Lloyd Arnold for a tour of the airport.

CFA BOARD MEETING CALENDAR

2017

4th Thursday, 11am

January 26

March 23 (TTB Joint)

May 25

August 24

October 26 (Montrose)

November 17

Proposed 2018

4th Thursday, 11am

January 25

March 22 (TTB Joint, 3pm)

May 24

August 23

October 25 (Montrose-MTJ)

November 29