On **THURSDAY, FEBRUARY 17, 2022, CHAIRMAN CARSON GOOD OF THE GREATER ORLANDO AVIATION AUTHORITY** met with Board Member Belinda Kirkegard to discuss any concerns regarding the upcoming CEO transition period, thoughts on the South Terminal, suggestions and ideas on organizational structure, ideas for suggested standards and goals for the next CEO and team, suggestions to improve small business programs, suggestions to improve employee benefits, and particular projects Mrs. Kirkegard would be interested in spearheading. The meeting was held in Conference Room Coleman in the Aviation Authority Offices located on the third level of the Orlando International Airport, 1 Jeff Fuqua Blvd., Orlando, Florida. Chairman Carson Good called the meeting to order at 11:00 a.m. The meeting was posted in accordance with Florida Statutes.

Board members present,	Carson Good, Chairman
	Belinda Kirkegard
Also present,	Dan Gerber, Interim General Counsel

Mrs. Kirkegard offered the following suggestions:

GOALS FOR THE NEW CHIEF EXECUTIVE OFFICER

1. Conduct a study to self-insure part of the health insurance program and provide an on-campus clinic for employees

2. Small Business Office improvements
   a. Study whether GOAA can certify new small businesses more quickly via cross training or maximize staffing levels
   b. Determine whether GOAA can accept reciprocal certification more quickly
   c. Increase office community engagement opportunities
      i. More interaction with local chambers of commerce and other business groups
      ii. Create a “Doing business with GOAA” for in person workshops and/&or website content
   d. Small Business Office efficiency improvement
      i. Evaluate “staff extension" contracts/allocations
      ii. Assess efficiency of Small Business Office & staff development

3. Air Service Development

4. Employee Recruitment/retention
   a. Look at ways to make working at GOAA or its partners more attractive, such as a daycare or employee clinic

5. Commercial development
   a. Continuous study, consultancy and presentations on best ways to encourage the best uses of the airport for economic benefits

THOUGHTS ON THE SOUTH TERMINAL

1. Continue to assess South Terminal completion

2. Follow up on Mr. Mateer’s comments at Board with a workshop

Chairman Good adjourned the meeting at 12:25 p.m.

(Digitally signed on February 28, 2022)

/s/ Dan Gerber	/s/ M. Carson Good
Dan Gerber	M. Carson Good
Recording Secretary	Chairman