

**BLOOMINGTON-NORMAL AIRPORT AUTHORITY
AUDIT/FINANCE COMMITTEE MEETING REPORT
Tuesday, July 12, 2022
2:00 p.m.**

Consistent with 5 ILCS 120/7(e), due to renewed concerns with the COVID-19 pandemic, the meeting was held in a hybrid format with both physical and virtual attendance. Virtual attendance was via conference call at 712-775-8962 with a conference code of 156708. The Authority asked for written statements to be submitted to Lynnette Hindman at lynnette@cira.com no later than 10:00 a.m. on Tuesday, July 12, 2022.

Commissioner Moran called the meeting to order at 2:00 p.m. Commissioner Groves and Commissioner Moran were present telephonically. Executive Director Carl Olson, Accountant Dianne Fazio, and Executive Assistant Lynnette Hindman were present physically. A quorum was acknowledged.

There was no public comment.

The Committee tabled approving the meeting report from March 4, 2022 until legal counsel can weigh in on how to handle the approval since the new Committee members were not at the March meeting.


Carl introduced a new test program with Tailwind Concessions. The program would be a five (5) month test of a new electronic remote order/pay platform for terminal food/beverage sales. Travelers would scan a QR code to order/pay for their items ahead of time and once through the checkpoint, pick the item up at the restaurant from a designated spot. The terms and conditions of the test phase would be outlined in a letter agreement between the Airport Authority and Tailwind Concessions. Tailwind and the Authority would split the cost of renting two point of sale ticket printers for the test period. Tailwind would also cover the cost of the credit charge transactions, while the Authority would provide the marketing for the new service. In addition, customers using the new service would receive a 10% discount.

The intended results of the new program are to increase sales transactions and revenue by capturing a higher percentage of travelers who are currently choosing to not purchase food/beverage items; increase customer efficiencies while providing more customer centered options, resulting in a stronger more favorable brand for CIRA and increased operating efficiencies for Tailwind by supporting increased sales without materially increasing their costs and also helping with their staffing challenges.

A motion was made to present the program to the full Board for their approval. The motion was seconded and upon a unanimous vote, the motion carried.

Carl asked the Committee to check their schedules for an upcoming meeting the week of August 22nd to receive the annual audit report.

There being no other business to come before the Committee the meeting adjourned at 2:20 p.m.



Signature

8-24-22
Date