

## COMMITTEE MEMBERS

Cortney Young, Chair  
Richard Jay, Vice Chair  
Kitty Jung, Member  
Carol Chaplin, Member  
Art Sperber, Alternate  
Shaun Carey, Alternate  
Jennifer Cunningham, Ex Officio

### Staff Liaison

Randall Carlton, Chief Finance &  
Administration Officer



## PRESIDENT/CEO

Daren Griffin, A.A.E.

## CHIEF LEGAL COUNSEL

Jenn Ewan

## BOARD CLERK

Lori Corkery

## MINUTES

### Finance & Business Development Committee

Tuesday, June 10, 2025 | 9:00 AM

Reno-Tahoe International Airport, Reno, NV

Administrative Offices, Second Floor

## 1. INTRODUCTORY ITEMS

Chair Young called the meeting to order at 9:05 a.m.

**Members Present:** Cortney Young (by Zoom)  
Richard Jay (by Zoom)  
Kitty Jung (by Zoom)  
Shaun Carey, Alternate

**Members Absent:** Carol Chaplin

## 2. PUBLIC COMMENT

There were no comments from the public.

## 3. APPROVAL OF MINUTES

### 3.1 May 20, 2025, Finance & Business Development Committee meeting

It was requested that corrections be made to the Minutes and sent to the Committee before posting.

## 4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None.

## 5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON JUNE 12, 2025

**5.1 Board Memo No. 06/2025-33** (*For Possible Action*): Review, discussion and potential adoption of Reno-Tahoe Airport Authority Fiscal Year 2025-26 Property, Liability and Workers' Compensation Insurance Program and approval of premiums in the amount not to exceed \$1,437,099

This item was presented by Randy Carlton, Chief Financial Officer, and Karen Caterino with Alliant. After discussion, the Committee took the following action:

**Motion:** Recommend that this item be presented to the full Board on June 12, 2025, for consideration and approval of the proposed motion: *“Move to approve the Fiscal Year 2025-26 Property, Liability and Workers’ Compensation Insurance Program and authorizes the President/CEO, or his designee, to bind the coverages and pay the FY 2025-26 premiums in the amount not to exceed \$1,437,099.”*

**Moved by:** Richard Jay

**Seconded by:** Kitty Jung

**Aye:** Trustees Carey, Jay, Jung, Young

**Result:** Passed

## **6. MONTHLY ADMINISTRATIVE REPORTS *(provided for reference only)***

### **6.1 Administrative Award of Contracts (Expenditures)**

### **6.2 Administrative Award of Contracts (Revenues)**

### **6.3 Financial Reporting Package**

There was no discussion on these items.

## **7. MEMBER COMMENTS, QUESTIONS AND REQUESTS**

There were no comments from the Committee.

## **8. PUBLIC COMMENT**

There were no comments from the public.

## **9. ADJOURNMENT**

The meeting was adjourned at 9:35 a.m.