



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

January 25, 2021

CHAired BY Ms. Leona Smith, Board Chair

VIPA Administrative Building Conference Room, St. Thomas
VIPA HERA Terminal Conference Room, St. Croix, via Video Conference

Revised

Board Members

1. Leona E. Smith, St. John Private Citizen - **CHAIR**
2. Kevin Rodriguez, USVIEDA Chairman – **VICE CHAIR**
3. Willard John, St. Croix Private Citizen - **SECRETARY** (absent)
4. Joseph Boschulte, Tourism Commissioner
5. Mr. Dennis Brow, Acting Public Works Commissioner
6. Denise George, Esq., Attorney General
7. Lionel S. Jacobs, St. Croix Private Citizen
8. Lee Steiner, St. Thomas Private Citizen
9. Celestino A. White Sr., St. Thomas Private Citizen

Board Staff

1. Tonya Pickering, Internal Auditor (absent)

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Damian Cartwright, Asst. Exec. Director/Dir. of Engineering
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Captain Matthew Berry, Marine Manager STT/STJ
6. Mervyn Constantine, Marine Manager STX
7. Dale Gregory, Assistant Director of Engineering
8. Mariath Hodge, Executive Assistant
9. Julice Holder, Chief of Staff
10. Vincent Frazer, Esq., Senior Staff Attorney
11. Tisha Lake, Controller
12. Monifa Marrero Brathwaite, Public Information Officer
13. Diane Richardson, Director of Human Resources
14. Everton Rush, IT Manager
15. Earl Thomas, Electrical Engineer
16. Jerome Sheridan, Territorial Airport Manager
17. Deborah Washington, Property Manager

ELECTION OF BOARD OFFICERS

Annual Election of Officers for the VIPA Board of Governors

The VIPA Board of Governors elected the following members as officers of the board:

Chairwoman	Ms. Leona Smith
Vice Chairman	Mr. Kevin Rodriguez
Secretary	Mr. Willard John

Committees remain the same, with Member Willard John nominated to chair the Projects & Operations Committee:

Finance	Property
J. Boschulte -chair	L. Jacobs
K. Rodriguez	W. John
	L. Smith
	L. Steiner -chair
	C. White
Projects & Operations	Personnel
L. Jacobs	D. George
W. John -chair	K. Rodriguez -chair
L. Steiner	C. White
C. White	

FINANCE COMMITTEE

No actions taken.

PROPERTY COMMITTEE

Frontier Airline – CEKA Terminal Lease

Approved an agreement with Frontier Airlines to lease counter and office space at the Cyril E. King Airport Terminal:

Counter: 357 sq. ft. at \$34,272 per year
Office: 149.72 sq. ft. at \$14,373.12 per year

Rent will be increased per the CPI every three years or at 5% - whichever is greater. The lease term is three years with a two-year option to renew. Insurance and three-months' rent security deposit are required.

GARK, LLC dba Ackley Communications to Infinity Cooperation

Approved the assignment of the lease agreement between VIPA and GARK, LLC dba Ackley Communications to Infinity Cooperation to operate at #13 Crown Bay.

PROJECTS & OPERATIONS COMMITTEE

No actions taken.

EXECUTIVE SESSION

- Approved an insurance settlement.