



## Tri-County Airport Authority (1J0) ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

### AGENDA

Regular TCAA Board of Directors Monthly Meeting: 6 pm September 10, 2019, Airport Conference Room

1. **Call to Order-** Jack Locke, Chairman
2. **Invocation**
3. **Review, changes to and approval of Agenda** (may be changed prior to adoption)
4. **Review of Minutes of the last TCAA Regular Board of Directors meeting**
5. **Non-Agenda Audience.** *(Effective Oct 1, 2013, FL Statute 286.0114 mandates that "members of the public shall be given a reasonable opportunity to be heard on a proposition before the board of commission (Authority)." Each individual shall have three (3) minute to speak on a proposition before the Authority.)*
6. **Treasurer's Report** – James Town, Treasurer
  - a. Monthly and Year to Date Financial Report
  - b. Fuel Operations Report
7. **Airport Operations Report-** Mark Wilson, Airport Manager
  - a. Physical Maintenance & Repairs
  - b. Other items as needed
8. **Capital Project Update** – AVCON, Inc. & Norman Rich (Director)
  - a. Projects Update
  - b. Master Plan Update
  - c. Other capital project updates, if any
  - d. Engineering and payment Reports- Norman Rich, Director
9. **Annual Organizational Meeting Items (as per Bylaws Article IV)**
  - a. Election of Chairman, Vice-Chairman, Treasurer and Secretary (nominations from floor)
  - b. Appointment of Grants Coordinator
  - c. Approval of Budget for FY commencing October 1, 2019
  - d. Establishment of meeting dates for upcoming fiscal year
  - e. Appointment of members to Committees of the Board and other committees
  - f. Treasurer authorization to obtain proposals for external audit services for fiscal year ending Sept 20, 2019 (typically for 3 years but renewable annually if changes are made for audit procedure or fees)
  - g. Treasurer authorization to obtain written proposals to provide general ledger accounting services to the TCAA
10. **Old Business**
  - a. Discussion and/or action, Executive Committee meetings/updates – Jack Locke, Chair
  - b. N6501J update – All
  - c. Proposed TCAA Airport signs - Statham
11. **New Business**
  - a. Ethics Compliance - Complete - Statham
  - b. Special District Public Facilities Report update - Statham
  - c. Compliance website-- Discussion and preview of proposed update - Statham
  - d. Marketing website- Discussion - Ross Statham, Secretary
  - e.
  - f.
12. **Adjourn**

**The next regular meeting of the Board of Directors is scheduled for the second Tuesday of the following month at 6 pm in the conference room of the terminal building.**