

Regular Board Meeting Minutes

October 12, 2021 6:00 PM, Airport Conference Room

In attendance were board members, participants and guests as listed on the attached sign-in sheet.

1. **Call to Order-** Jack Locke, Chairman called meeting to order at 6:00 PM; a quorum was confirmed. (See attendees listed on attached sign-in sheet.)
2. **Invocation** - Logan Chappell
3. **Review of Agenda.** The Agenda was reviewed and accepted as submitted.
4. **Emergency Executive Committee Meeting Minutes** – The Sept 16, 2021 Emergency Executive Committee Meeting minutes and proposed actions were approved as submitted.
5. **Regular Board Meeting Minutes** – Last month's meeting minutes were approved as submitted.
6. **Annual Election of Officers** – Statham moved, and Acuff seconded, that we retain our current slate of officers for the next fiscal year: Jack Locke, Chairman; Roy Brooks, Vice-Chairman; Logan Chappell, Treasurer; Tiffany Garling, Grants Coordinator; Ross Statham, Secretary. Motion carried.
7. **Audience wishing to speak:** None.
8. **Treasurer's Report** – Logan Chappell, Treasurer (Attached) -
 - . Chappell discussed monthly and year to date financial reports and balances. No action by the Board.
9. **Airport Operations Report-** Mark Wilson, Airport Manager (Attached)
Written report was provided. Wilson noted that fuel purchases are robust (probably due to autumn flying); there was also a brief discussion within the Board that fuel prices may slightly rise. No action by the Board.
10. **Capital Projects Update - AVCON** (see the enclosed report). No action by the Board.
11. **Engineering and Payments, Projects and Reports-** Report attached. No action by the Board.
12. **Other Old Business:**
 - a. Chappell led a discussion about the potential purchase of a new commercial-grade lawn mower (attached); it was decided to table the discussion until next year due to an unexpectedly high property insurance renewal premium.
 - b. Locke reported that we are still in discussions with our land lease tenant as well as Florida Department of Transportation regarding our potentially buying the buildings in the future. No action by the Board.
 - c. Statham (Board Secretary) reported that Holmes County has re-appointed Jack Locke, that Jackson County has re-appointed Thomas Leuenberger and that Washington County has appointed Frank Acuff to serve in three-year Board roles beginning October 1, 2021.
 - d. Acuff reported that he has conducted an initial electrical and grounding analysis but that more checking and analysis is yet needed. No action by the Board.
13. **New Business**
 - a. There was a discussion about changing our meeting formats slightly to adopt a "Consent Agenda" for five regular board meeting items in order to streamline the conducting of future meetings. This would include 1) the review and adoption of previous meeting minutes (or adoption with changes), 2) the Treasurer's report, 3) the Airport Manager's report, 4) the AVCON report and 5) the Grant Activity report. It was noted that questions, discussions and feedback would obviously continue to those providing reports, but the inclusion of these five items, presented to the board in writing in advance of the meeting, would be more streamlined, allowing us to focus on old and new business. Statham moved, and Brooks seconded that beginning at our November 9, 2021 Board meeting we move to this Consent Agenda format. Carried.
 - b. Statham reported that one of our board members had suggested that moving our monthly meeting times back one hour—from 6 pm to 5 pm- which would make life easier for board members who had children at

home. After a brief discussion, Acuff moved, and Provost seconded that we do so effective at our November 9, 2021 meeting and moving forward. Carried.

- c. Statham provided a written report (enclosed) about the website, to include details on a web refresh and probable new web address. He noted that he had been in contact with the federal agency that manages ".GOV" website addresses, and that we have formally applied for a .gov web address (enclosed) and been given tentative approval. He also noted that he has updated our site to include the use of the new logo (approved last year) and to include information on the site about our upcoming change from airport identifier 1JO to KBCR on December 2nd. He lastly reported that we have been offered budget money for a website refresh, and that he is meeting with the vendor by video later this week. Information only, no action required by the Board.
- d. Statham also reported that he has purchased two banners to notify our tenants and visiting airmen that effective December 2, 2021 our new airport identifier will be "KBCR." One will be placed on our vehicle gate, and one will be placed by the fuel farm. Statham volunteered to contact Cairns approach (who controls our airspace) to confirm the December 2, 2021 move from "1JO" to "KBCR." No action required by the Board.
- e. Mark Wilson reported that the reason we keep the grass cut extremely high on the north end of the runway is to discourage nesting birds. This recommendation was given by the FAA wildlife consultant we recently engaged to help with our analysis regarding wetlands and other wildlife issues. No action required by the Board.

There being no other business, the Meeting was Adjourned at 6:51 PM.

These minutes were compiled by the Secretary on behalf of the Board of Directors, and when subsequently approved by the Board of Directors and signed by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary