

Regular Board Meeting Minutes

November 9, 2021 5:00 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 5:00 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 with two new items added to old business and one in new business as is noted below.
4. **Consent Agenda items were approved as submitted:**
 - a. Last month's meeting minutes
 - b. Treasurer's report
 - c. Airport Manager's Report
 - d. AVCON report
 - e. Grant Activity Report
5. **Audience wishing to speak:** None.
6. **Other Old Business:**
 - a. Statham provided a written report regarding our website(s) which was approved as submitted. He noted that our requested kbcrr.gov website was approved by the General Services Administration and that he is working on a cutover from our old site to our new between now and year-end.
 - b. Statham reported that our court-ordered mediation has failed (non-response from the other side's attorney to our last proposal) and that he will be in contact with the Holmes County Court to renew court proceedings. We discussed our new procedures we had previously approved for past due tenants, and Statham requested (as a motion) permission from the board to get a skip tracer on our second past due customer, in order that we serve him notice of his past due amount, as well as our intent to terminate his lease and our intent to evict. His motion was seconded and unanimously carried.
 - c. Jack Locke (Chairman) reported that an investigation of our coverage with insurance carrier shows that we are seriously underinsured. To properly insure our property, even with a very high deductible, will be approximately triple our current rates and will put us seriously over our approved budget. After a lengthy discussion among the entire board about the situation, and the need to raise our hangar rates next October 1, 2022 to help with the shortfall, Statham moved that we pay the additional premiums. Motion was seconded and unanimously carried.
 - d. Locke asked that we create a friendly note to our tenants thanking them for basing their aircraft here and letting them know of our two changes: 1) Because our insurance for this year increased so drastically, we will have no choice but to have a hangar rate increase next October (which we will work to keep to a minimum); and 2) letting them all know that our new airport policy is to have one or more flyable aircraft in each hangar, shade hangar space or tie-down. Statham reported that he has already reached out to two of these tenants by phone (the jet in the shade hangar and the old Navy plane on the tie-downs), who have reported they each plan to move their aircraft this Winter. Statham volunteered to work with Locke to create an email to push to all tenants. The board expressed its full support.
7. **New Business**
 - a. Locke asked the Board's approval for him to sign a grant application to return to AVCON. Carried.

There being no other business, the Meeting was Adjourned at 5:37 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.

A handwritten signature in blue ink, reading "Ross Statham", written over a horizontal line.

Ross E. Statham, Secretary