

Regular Board Meeting Minutes

May 10, 2022 5:00 PM - Airport Conference Room

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

1. **Call to Order-** Jack Locke, Chairman called meeting to order at 5:01 PM; a quorum was confirmed.
2. **Invocation** – Logan Chappell
3. **Adoption of April 26, 2022 Executive Committee Meeting Minutes** – Williams moved, and Leuenberger seconded, that the minutes be adopted. Carried unanimously.
4. **Review of Agenda.** The Agenda was reviewed; Statham requested that the AVCON report be removed from the Consent Agenda; it was moved to old business.
5. Consent Agenda items were, as previously determined by procedure, approved as submitted:
 - a. Last month's meeting minutes
 - b. Treasurer's report
 - c. Airport Manager's Report
 - d. Technology Report
 - e. Grant Activity Report
6. **Audience wishing to speak:** None.
7. **Old Business:**
 - a. The airport staff reported that the FAA aircraft lien on a past due tenant has been filed and we are continuing to exchange paperwork with the FAA. No action by board.
 - b. Chairman Jack Locke reported that discussions with the Florida Baptist College regarding the hangars, office building and their land lease (for which they are in default) are still being conducted; he briefed the board on some of the details of the discussion, which are still ongoing. No action by board.
 - c. Calvin Palmer of AVCON submitted an enclosed report which was accepted. He reported that due to the urgency of obstruction removal (trees) and due to tenant reported bird strikes, he has discussed with the Chairman and Secretary, who recommend that we immediately move forward with Task Order 12, Obstruction Removal which we are accelerating due to the bird strike issues (addressed in an enclosed report and further discussed below). Statham moved, and Brooks seconded, that we request the Chairman to sign the task order and begin the process.
 - d. Palmer also asked that we sign the Notice to Proceed for the Terminal Access and Security project; Acuff moved, and Chappell seconded, that we request the Chairman to do so. Carried unanimously.
8. **New Business:**
 - a. Secretary Ross Statham briefly led a discussion around the bird strike reports as well as our plan to remove trees which shelter the bird rookery after the breeding season later this year when the birds will be off their nests and gone. (See item 7c above). No additional action items for Board.
 - b. Statham introduced new Board Member Norman MacLeod, who will be appointed to serve from Jackson County effective June 1st, and who lives in Graceville.
 - c. Statham reported that with the resignation of Grants Coordinator Tiffany Garling (leaving the Board May 31st), he had approached Board Member Fred Provost, who had agreed to serve in

the position effective 1 June 2022. The Board unanimously elected Provost to serve in the position.

- d. Staff reported that our One Florida Bank line of credit, set up by our previous treasurer James Town, needs a new signatory. Board Secretary Statham volunteered to serve in the capacity, to which the Board unanimously agreed.
 - e. Statham noted that the Federal Aviation Administration and the Florida Department of Transportation requested we have a video conference review (which they refer to as a BCR ACIP meeting), and that they, our engineering firm (AVCON) and we had penciled in for May 23rd. The Board selected a May 23rd meeting date at 10 am central time, which will be conducted via video. Statham was directed to set up using the airport's Zoom.com conference service and to notify and confirm with all parties.
 - f. Chairman Locke requested that the Executive Committee meet on May 24, 2022 at 5 pm at the airport conference room to discuss revisions to our FY 2023 hangar and tie-down leases, which was confirmed. (No vote required.)
9. **Adjourn:** There being no other business, the meeting was adjourned at 5:38 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