
Board Meeting Minutes

September 12, 2023 - 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-** Chairman Locke called meeting to order at 5:03 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation** – Ross Statham
3. **Review of Agenda.** Accepted with additions to old and new business as per below.
4. **Consent Agenda:** Last month's meeting minutes, Treasurer's Report and Grant Activity Report were accepted without comment from the Board.
5. **Emergency Board Meeting Minutes:** The minutes of the August 22, 2023 Emergency Board Meeting were accepted by the Board by unanimous consent.
6. **Audience wishing to speak:** None.
7. **Airport Manager's Report:** Routine report presented by the Airport Manager as per the enclosed. No comments or action items from the Board.
8. **AVCON Report:** Routine report presented by Calvin Palmer of AVCON, discussion on some of the items as per the enclosed report, but no action items by the Board.
9. **Old Business:**
 - a. **Property Insurance Increase.** Brenda Wilson noted that with requested changes as a result of the recent Emergency Board Meeting, we were able to meet our budget targets in spite of the unexpected property insurance increases. No action items for the Board.
 - b. **Moving funds into an interest-drawing CD:** Administrative Assistant Wilson noted that she had been directed to investigate moving some of our bank balance from our fuel account into an interest-drawing short-term CD. After a discussion regarding some of the rates quoted by banks in the area and the need to test this by using a short-term CD, Statham moved and Brooks seconded that we direct that the Treasurer and Wilson to select an appropriate CD and move funds as discussed. Motion carried unanimously.
 - c. **Security of Our Checking Account.** Board member Cloud described a recently attempted fraud situation regarding checking accounts. Board directed Wilson to find out if our current financial institution provides the added security. If our bank does offer the added security Cloud moved that we add the increased security to our checking accounts. After a brief discussion, Statham seconded; the motion carried unanimously.
 - d. **FY 2024 Budget.** Williams moved and Brooks seconded that we accept the previously submitted FY 2024 budget, which had been published for public comment in three newspapers and the website. Motion carried unanimously.
 - e. **Unflyable aircraft discussion.** There was a discussion regarding a request from a tenant regarding an unflyable aircraft waiver. After discussion it was decided to follow the policy as previously stated to the tenant and not grant an additional waiver. No action was taken by the Board.
10. **New Business:**
 - a. **Amendment to Bylaws.** The Secretary proposed several tweaks and a few amendments to our current bylaws which were discussed by the Board. He moved and Brooks seconded that we make all changes but one, which were adopted unanimously to be posted on the website effective 1 October 2023.

- b. **Proposed FY 2024 Calendar.** Administrative Assistant Brenda Wilson provided a proposed list of Board and Executive Board meeting dates for FY 2024, which was briefly discussed and unanimously adopted.
 - c. **Reminder of next month's officer election.** The Secretary reminded the Board that annual officer elections are next month, and that he would ask that we consider re-electing the current slate of officers. No action at the is time.
 - d. **Potential for land-lease.** The Chairman discussed an idea with the Board regarding our considering working with Holmes County to have them move extra dirt from one portion of the airport to a low spot adjacent to our north hangars, in order to prepare an area for potential land-lease for future hangar space. No action item from the Board, this was discussion only.
 - e. **Crack in north hangar service apron.** The Airport Manager reported a large crack in the apron for the north hangars. The Airport's Engineer, Calvin Palmer of AVCON, agreed to look at it to make recommendations as to what we could use to fill the crack. No action by the Board.
11. **Adjourn:** There being no other business, the meeting was adjourned at 6:10 PM.

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



Ross E. Statham, Secretary