

Minutes

Terre Haute International Airport Authority
February 11, 2015 - 5:30 p.m.
Airport Conference Room

PRESENT:

Darryl Huyett, President
Richard Baker, Member
Darrel Zeck, Secretary

ABSENT:

Brian Short, Vice President
Rachel Leslie, Treasurer

STAFF PRESENT:

Jeff Hauser, Executive Director
Kara McIntosh, Director of Operations
Karen Burger, Bookkeeper and Office Manager
Abby Desboro, Director of Marketing and Public Relations
Chris Gresham, Operations Manager, Safety & Security
Drew Genneken, DG Design Airport Planner
Shaun Baker, Operations Manager, Airfield

OTHERS PRESENT: Michael Esau, ATC; Dianne Frances Powell, Tribune Star; Jerry Badger, T-Hangar Tenant

Mr. Huyett called the meeting to order at 5:30 p.m.

Upon a motion by Mr. Zeck, seconded by Mr. Baker, and passed by unanimous vote, the Minutes of the January 7, 2014 meeting were approved.

Mr. Zeck asked why the Expense Report for Janitorial Services and Supplies was at an over 200% spent for the year. Mrs. Desboro explained that we receive compensation from tenants that off-set the cost of the services and the new budget numbers for 2015 will be more in line with just expenses. Mr. Zeck asked why Workers Compensation was over 50% over budget. He asked if there were any specific issues. Mrs. Burger explained that it was a budget number from previous administration that was not correct and there were no claims that would have increased the rate.

Mr. Huyett asked if Umbaugh was scheduled to come and speak with the Board. Mrs. Desboro explained they are still on track to come speak with the Board once they finish up the TIF report. Upon a motion by Mr. Zeck, seconded by Mr. Baker, and passed by unanimous vote, the Claim Form dated February 11, 2015 was approved.

Mr. Hauser presented the Executive Director's report (attached to and part of official minutes). Mr. Zeck asked if we sent out new T-Hangar leases to the tenants. Mrs. Desboro explained they have been emailed and a letter is in the process of being mailed as well asking tenants to come by the office to sign a new lease. Mr. Hauser asked to table item 2 as Chad Williams has asked for some revisions to the lease and we will send it back to the Board at a later date. Mr. Zeck asked if we were looking at 2016 for the AOPA Fly-In. Mr. Hauser explained this is for either 2016 or 2017. Mr. Hauser introduced Chris Gresham as the new Operations Manager, Safety and Security, and welcomed him to the team.

Mr. Genneken presented the Consultant's Report (attached to and part of official minutes). Mr. Genneken explained that we have reached a tentative agreement with the FAA on how to

move forward with the West Quad Development. Once it becomes finalized he will report it to the Board. Mr. Huyett asked about the Master Plan public hearing. Mr. Genneken stated there was a public hearing with the Runway Safety Study and once the Master Plan is approved by the FAA there is plan to have a public presentation.

Upon a motion by Mr. Baker, seconded by Mr. Zeck, and passed by unanimous vote, the "T-Hangar #4, 6, 7, 8, 13, 18, 19, 21 and 29 Leases" (attached and part of official minutes) was approved.

"Williams Aviation Building 5 Lease" was tabled by Mr. Huyett.

Upon a motion by Mr. Baker, seconded by Mr. Zeck, and passed by unanimous vote, the meeting was adjourned at 5:43 p.m.

Darrel Zeck, Secretary

(All Terre Haute International Airport Authority Board Meetings are recorded and available to the public upon request at the Airport Office.)