

Minutes

Terre Haute International Airport Authority
March 18, 2015 - 5:30 p.m.
Airport Conference Room

PRESENT:

Darryl Huyett, President
Brian Short, Vice President
Rachel Leslie, Treasurer

ABSENT:

Darrel Zeck, Secretary
Richard Baker, Member

STAFF PRESENT:

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

OTHERS PRESENT: Michael Esau, ATC; Jerry Badger, Tenant; Lawrence Cross, Tenant

Mr. Huyett called the meeting to order at 5:35 p.m.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the Minutes of the March 4, 2015 meeting were approved.

Laurence Cross thanked the maintenance department for their great work on the snow removal this winter. He flew out and back in after a big storm and the facility was well maintained.

In review of the Financial Report Mrs. Burger stated that the reports will now be caught up to date after the end of the year reporting. And Mrs. Leslie stated she had reviewed the Financial Reports for the Board.

Upon a motion by Mrs. Leslie, seconded by Mr. Short, and passed by unanimous vote, the Claim Form dated March 18, 2015 was approved.

Mr. Hauser was absent from the meeting and Ms. McIntosh presented the Executive Director's report (attached to and part of official minutes). Mrs. Leslie asked if the bathrooms were a total remodel on the West end of the Terminal. Ms. McIntosh stated they are a total remodel to which Mr. Huyett agreed they needed some updating.

Mr. Genneken presented the Consultant's Report which included that he and Ms. McIntosh spoke with the program manager at the FAA and the Airport will be submitting its FAA grant requests shortly to include the continuation of the West Quad design and snow removal equipment.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the "T-Hangar #10 (James Hilaire) (attached and part of official minutes) was approved.

Mr. Genneken explained that the "Request for Qualifications for Engineering Services" has been reviewed by the attorney and staff. The timeline for this project will most likely be a design in 2015 and construction in 2016. Mr. Short stated that he and Mr. Huyett reviewed the document as

as the Facilities Committee. Upon a motion by Mrs. Leslie, and seconded by Mr. Short, and passed by unanimous vote, the "Request for Qualifications for Engineering Services" (attached to and part of official minutes) was approved. Mr. Huyett asked if this would be advertised. Mr. Genneken stated it will be in the local newspaper, AAI, AAEE and the Airport website.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the meeting was adjourned at 5:42 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.)