

## Minutes

Terre Haute International Airport Authority  
August 19, 2015 - 5:30 p.m.  
Airport Conference Room

### PRESENT:

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

### 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 PR  
Shaun Baker, Operations Manager, Airfield  
Drew Genneken, DG Design  
Scott Craig, Attorney

OTHERS PRESENT: Jerry Badger, Tenant; Dianne Powell, Tribune Star; Brad Anderson, County Commissioner; Gary Brian, WTHI; Sara Schaefer, WTHI

Mr. Huyett called the meeting to order at 5:31 p.m.

Upon a motion by Mr. Baker, seconded by Mr. Zeck, and passed by unanimous vote, the Minutes of the July 22, 2015 meeting were approved.

Mrs. Burger explained that the financial report contains an average month with no unusual expenditures. She also pointed out that the Cash Balance and Liabilities will now be a comparison of a full year moving forward.

Upon a motion by Mr. Baker, seconded by Mr. Zeck, and passed by unanimous vote, the Claim Form dated August 19, 2015 was approved.

Mr. Hauser presented the Executive Directors Report (attached to and part of official minutes).

Mr. Genneken presented the Consultant's Report (attached to and part of official minutes). Mr. Genneken resigned his position as the Airport's Consultant and thanked the Airport and staff as it was a pleasure to work together.

Mr. Craig presented the Attorney's Report. Mr. Craig explained included in the claims was a \$1,000 payment to renew the Airport's liquor license for a potential restaurant tenant. The lease is with the Armory Board for review and they will let us know if they have any comments before it is presented to the FAA. The Airport will be going to mediation regarding the slip and fall case on November 9<sup>th</sup>.

Mr. Baker updated the board that he and Rachel met with staff and discussed the budget. Attached in the packet is a comparison of what is proposed from last year to this year. This year's budget reflects a 2.6% increase which as Mr. Craig noted is in line with the state growth quotient. Mr. Zeck asked if we were in line with the time schedule for the County and Mrs. Burger explained that the budget will be read at the September 8<sup>th</sup> meeting. Mr. Craig stated that there have been some changes and the individual budgets no longer need to be advertised in the paper, and the

County will take care of everything once we upload the budget to Gateway. Upon a motion by Mrs. Baker, seconded by Mr. Zeck, and passed by unanimous vote, the "2016 Budget" (attached to and part of official minutes) was approved.

Mr. Huyett explained that he and Mr. Short met with Sanders and Associates this morning to discuss the contract and agreed on the terms. Upon a motion by Mr. Zeck, seconded by Mr. Baker, and passed by unanimous vote, the "Architectural Contract with Sanders & Associates with amendments as presented by Facilities Committee" (attached to and part of official minutes) was approved.

Mr. Zeck asked where the air conditioning units were removed from. Mr. Shaun Baker explained that they were from the ISU building during the remodel and are not worth salvaging. Upon a motion by Mr. Zeck, seconded by Mr. Baker, and passed by unanimous vote, the "Resolution No. 4, 2015 Declaring Surplus Personal Property and Authorizing it's Disposal" (attached to and part of official minutes) was approved.

Mr. Zeck took a moment to recognize Mr. Genneken for all his great work for the Airport during his tenure. The Airport will really miss him. Mr. Huyett seconded Mr. Zeck's thoughts.

Upon a motion by Mr. Zeck, seconded by Mr. Baker, and passed by unanimous vote, the meeting was adjourned at 5:47 p.m.

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Darrel Zeck, Secretary

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