

### Minutes

Terre Haute Regional Airport Authority  
August 17, 2016 - 5:30 p.m.  
Airport Conference Room

**PRESENT:**

Darryl Huyett, President  
Brian Short, Vice President  
Rachel Leslie, Treasurer  
Richard Baker, Secretary

**ABSENT:**

**STAFF PRESENT:**

Jeff Hauser, Executive Director  
Karen Burger, Finance Office Manager  
Kara McIntosh, Director of Operations  
Shaun Baker, Operations Manager  
Nick Isenberg, Woolpert  
Scott Craig, Attorney

**OTHERS PRESENT:** Lawrence Cross, Tenant; Howard Smith; Chat Chatterji; Nick Hendricks, Tribune Star; Jerry Badger, Tenant; James Gruenewald, FAA Tower Manager

Mr. Huyett called the meeting to order at 5:32 p.m.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, minutes from the July 13, 2016 and July 19, 2016 meetings were approved.

Comments from the Board of Directors: None.

Comments from the public: None.

Upon a motion by Mrs. Leslie, seconded by Mr. Short, and passed by unanimous vote, the Claim Forms dated August 17, 2016 were approved.

**Committee Reports:**

1. Personnel & Benefits – No report
2. Facilities – Mr. Huyett reported that the building is moving along and Nick will explain the progress of his projects.
3. Budget & Finance – No report
4. Marketing – No report
5. Strategic Planning & Development – No report

The Executive Director's Report was presented by Jeff Hauser. The report is attached and part of the official minutes.

The Treasurer's Report was presented by Mrs. Leslie. She stated that the budget will be presented tonight for approval to move onto the County. She thanked the team for their hard work on putting the budget together. The budget is included in the packet and is pretty consistent with where we

are this year. She explained that her and Mr. Baker sat with the staff and reviewed the budget line by line. Per the personnel committees request they included a 3% increase in personnel wages keeping in line with what the County is doing as well. There are two major capital expenses, the second half of the federal funding for the snow blower and runway. The budget total for 2017 is 3.2 million.

Upon a motion by Mr. Leslie, seconded by Mr. Short, and passed by unanimous vote, the “2017 Budget” was approved.

Mr. Craig presented the Attorney Report. He stated that as of a week ago he has not found another organization that is currently doing the remote participation for board meetings that was approved by the State. He will continue to look for others that have adopted a policy and he will put something together to bring it to the board.

Mr. Isenberg presented the Consultant Report which is attached and part of official minutes. He explained that all paperwork has been submitted for the Taxiway F project and we are awaiting word from the FAA which usually happens in September on the grant.

Mr. Huyett thanked Mr. Baker and Mrs. Leslie for their hard work on the budget.

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

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Richard Baker, Secretary

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