



Minutes

Terre Haute Regional Airport Authority
February 08, 2017 – 5:30 p.m.
Airport Conference Room

PRESENT:

Darryl Huyett, President
Brian Short, Vice President – via Teleconference
Richard Baker, Secretary – via Teleconference
Rachel Leslie, Treasurer
Bernice Helman, Member

ABSENT:

STAFF PRESENT:

Kara McIntosh, Director of Operations
Shaun Baker, Operations Manager
Matt Anderson, Airfield Foreman

OTHERS PRESENT:

Nick Isenberg
Scott Craig

Mr. Huyett called the meeting to order at 5:33 p.m.

Upon a motion by Mrs. Leslie, seconded by Mr. Baker, and passed by unanimous vote, minutes from the January 11, 2017 meetings were approved.

Comments from the Board of Directors: Welcome to Bernice Helman

Comments from the public: None.

Upon a motion by Mr. Baker, seconded by Mr. Short and passed by unanimous vote, the Claim Forms dated February 08, 2017 were approved.

Committee Reports:

1. Personnel & Benefits – No report
2. Facilities – No report
3. Budget & Finance – No report
4. Marketing – No report
5. Strategic Planning & Development – No report

The Executive Director's Report – No report

Treasurer's Report – Peggy Arnold is working on the Financial reports and they will be available at the next meeting. Peggy is working on the Annual Reports as well.

Attorney's Report – Airport budget was approved as it was submitted. A new requirement that took effect January 1, 2017, all bidders or subcontractors on projects in excess of \$300,000.00, are required to be approved, certified by the State Board Administration or State Board of Public Works.

Consultant's Report – Report attached

Upon a motion by Mrs. Leslie, seconded by Mr. Baker, and passed by unanimous vote, the "Avigation Easement with Gibson Development" was approved.

Upon a motion by Mrs. Leslie, seconded by Mrs. Helman, and passed by unanimous vote, the "Accounting job descriptions" was approved.

Upon a motion by Mr. Short, seconded by Mr. Baker, and passed by unanimous vote, the "Amended Salary Resolution (part-time employees)" was approved.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the meeting was adjourned at 5:55 p.m.

Richard Baker, Secretary

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