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Minutes

Terre Haute Regional Airport Authority
November 17, 2017 – 8:00 a.m.
Airport Conference Room

PRESENT:

Brian Short, Vice President
Bernice Helman, Member
Richard Baker, Secretary
Rick Burger, Member

ABSENT:

Darryl Huyett, President
Rachel Leslie, Treasurer

STAFF PRESENT:

Jeff Hauser, Executive Director
Kara McIntosh, Director of Operations
Shaun Baker, Operations Manager
Matt Anderson, Operations Foreman
Tammy Sinderson, Finance Office Manager

OTHERS PRESENT:

Nick Isenberg
John Baer
Scott Craig
Denise Thompson
Lawyer for Panther Air Service

Josh Thompson
Becky Thompson
Mark Thompson
Natalie Colp

Mr. Short called the meeting to order at 8:03 a.m.

Upon a motion by Mr. Baker, seconded by Mr. Burger, and passed by unanimous vote, minutes from the October 25, 2017 meetings were approved.

Comments from the Board of Directors: None

Comments from the public: None

Upon a motion by Mrs. Helman, seconded by Mr. Baker, and passed by unanimous vote, the Claim Forms dated October 25, 2017 were approved.

Committee Reports:

1. Personnel & Benefits – Will discuss insurance choices in new business
2. Facilities – No report
3. Budget & Finance – No report
4. Marketing – Rick Burger went over marketing meeting agenda and said website was updated. Bernice suggested putting more staff information on the website. Will get together after the first of the year to discuss that.
5. Strategic Planning & Development – No report

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

Treasurer's Report – No report

Attorney's Report was presented by Scott Craig. He talked again about making a transfer of unappropriated funds to the Rainy Day Fund at the end of the year. Also discussed the bond issue and said he had talked to local banks about it and they were all interested. 14 day notice has to be published in the paper before the board can vote on it. Scott's office will get the notice posted so it can be voted on at the next meeting scheduled for December 13, 2017.

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes.

Consideration for approval of Proposed Municipal Advisory Services Contract with H.J. Umbaugh & Associates. Approval upon a motion by Mr. Burger to accept Proposed Municipal Advisory Services Contract with H.J. Umbaugh & Associates, seconded by Mrs. Helman, and passed by unanimous vote.

Recommendation for restaurant occupant accepted. Scott Craig and staff will prepare contract.

Consideration for approval for Proposed Health Insurance Options. Approval to stay with Anthem Health Insurance and to change Dental, Vision, Life and additional Life insurance to Guardian. Approval upon a motion by Mr. Baker to accept Proposed Health Insurance Options, seconded by Mrs. Helman, and passed by unanimous vote.

Consideration for approval for Acceptance of Loan Proposal. Approval upon a motion by Mr. Burger to accept First Financial Bank, seconded by Mr. Baker, and passed by unanimous vote.

Consideration for approval for Authorization to submit RFP for the renovation of the Thompson Hangar Renovations. Approval upon a motion by Mrs. Helman to receive bids after the first of the year, seconded by Mr. Baker, and passed by unanimous vote.

Consideration and Discussion of un-finished business – None

Comments from the Public – Nick Isenberg, Vice President of Development for Panther Air Service spoke. They want to renovate the old FFA building at their expense for their offices. They do not want to take over our FBO provider. They would like to have a lease agreement in place as soon as possible and to set up a special meeting if necessary.

Board of Director's Comments – None

Upon a motion by Mr. Baker seconded by Mr. Burger, the meeting was adjourned at 8:58 a.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.)