



Minutes

Terre Haute International Airport Authority
May 11, 2016 - 5:30 p.m.
Airport Conference Room

PRESENT:

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

ABSENT: Darrel Zeck, Secretary
Richard Baker

STAFF PRESENT:

Kara McIntosh, Director of Operations
Karen Burger, Office Finance Manager
Abby Desboro, Director of Marketing
John Baer, Woolpert
Scott Craig, Attorney

OTHERS PRESENT: Dan Sanders, Sanders & Associates; Howard Smith; David Hughes, Tribune Star;
Jerry Badger, Tenant; James Gruenewald, FAA Tower Manager

Mr. Huyett called the meeting to order at 5:30 p.m.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the Minutes from the April 13, 2016 meeting were approved.

Comments from the Board of Directors: None.

Comments from the public: None.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the Claim Forms dated May 11, 2016 were approved.

Committee Reports:

1. Personnel & Benefits – No report
2. Facilities – Mr. Huyett reported that they opened the terminal remodel bids this evening.
3. Budget & Finance – No report
4. Marketing – Mrs. Leslie reported that we are continuing to meet on the possible changing of name of the Airport and what that might mean moving forward.
5. Strategic Planning & Development – No report

The Treasurer's Report was presented by Mrs. Leslie. She stated year to date everything is looking very good. All the facilities continue to be leased and our year to date revenue is trending ahead of last year. Also our audit process started last week and thank you to Karen for her work that she has been doing to make that process run smoothly.

The Attorney's Report was presented by Mr. Craig. He reported that the Armory Board lease is completed. He also explained that he will be sitting in on a meeting on Friday with staff and the regional economic development representatives to discuss a possible grant opportunity. And he will be meeting with Jeff Hauser upon his return to discuss property acquisition strategy for the Airport based on the FAA

money that we have that can only be used for property purchases.

Mr. Baer presented the Engineers Report which is attached and part of official minutes.

Mr. Craig explained that he had spoken with Mrs. Burger about expanding a current resolution about what payments can be made before a board meeting. Mr. Craig used the Indiana Code to include what was allowed per the state statutes. These claims will still be included on the claim form to be approved at the monthly meeting. Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the "Resolution No. 2, 2016 Authorizing Payment of Claims Prior to Meeting" was approved.

Upon a motion by Mr. Short, seconded by Mrs. Leslie, and passed by unanimous vote, the "Agreement to Finalize the Master Plan and ALP AIP 3-18-0082-039-2011" was approved.

Mr. Huyett tabled the "Professional Master Service Agreement with Woolpert."

Mr. Huyett explained that the facilities committee and Dan Sanders have reviewed the three bids. Hanning Construction Inc. was the low at \$1,129,000 million with the appropriate documents. It is the facilities committee recommendation to accept their bid. Upon a motion by Mrs. Leslie, seconded by Mr. Short, and passed by unanimous vote, the "Terminal Remodel Contract" was awarded to Hanning Construction.

Upon a motion by Mr. Huyett, seconded by Mr. Short, and passed by unanimous vote, the meeting was adjourned at 5:37 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.)