



## Minutes

Terre Haute Regional Airport Authority  
January 11, 2017 – 5:30 p.m.  
Airport Conference Room

### PRESENT:

Darryl Huyett, President  
Rachel Leslie, Treasurer  
Richard Baker, Secretary

### ABSENT:

Brian Short, Vice President

### STAFF PRESENT:

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

### OTHERS PRESENT:

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

Upon a motion by Mr. Baker, seconded by Mrs. Leslie, and passed by unanimous vote, minutes from the December 14, 2016 meetings were approved.

Comments from the Board of Directors: None.

Comments from the public: None.

Mrs. Leslie asked what all the voids were. Mr. Hauser explained it was invoices that needed to be voided out and put back into 2016. Upon a motion by Mrs. Leslie, seconded by Mr. Baker, and passed by unanimous vote, the Claim Forms dated January 11, 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 was presented by Jeff Hauser. The report is attached and part of the official minutes. Mr. Hauser also explained that the Board received part-time job descriptions to review. Mr. Craig has reviewed them and they will be presented in the February meeting. An additional paper on budget and finance was presented that showed the 2016 budget was spent to a 90% level.

Treasurer's Report – No report

Attorney's Report – No report

Consultant's Report – No report

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

Mr. Hauser explained that the utility easement with Joink is to allow them to bury fiber cable on the Airport property. Upon a motion by Mrs. Leslie, seconded by Mr. Baker, and passed by unanimous vote, the "Utility Easement with Joink" was approved.

Mrs. Leslie explained that Brian and her reviewed the addendum and had a very good conversation with I.S.U on moving forward with discussions that agreed with the original Airport proposal. Upon a motion by Mr. Baker, seconded by Mrs. Leslie, and passed by unanimous vote, the "Facility Lease Agreement, Building #12 with I.S.U. First Addendum" was approved.

Upon a motion by Mr. Baker, seconded by Mrs. Leslie, and passed by unanimous vote, the "Air Support Lease" was approved.

Upon a motion by Mr. Baker, seconded by Mrs. Leslie, and passed by unanimous vote, the meeting was adjourned at 5:47 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.)