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Minutes

Terre Haute Regional Airport Authority
December 13, 2017 – 8:00 a.m.
Airport Conference Room

PRESENT:

Darryl Huyett, President
Rachel Leslie, Treasurer
Richard Baker, Secretary
Bernice Helman, Member
Rick Burger, Member

ABSENT:

Brian Short, Vice President

STAFF PRESENT:

Jeff Hauser, Executive Director
Kara McIntosh, Director of Operations
Matt Anderson, Operations Foreman
Tammy Sinderson, Finance Office Manager
Reed Pringle, Operations Intern

OTHERS PRESENT:

Scott Craig
John Baer - Woolpert
Russ Williamson

Josh Thompson
Mark Williamson

Mr. Huyett called the meeting to order at 8:01 a.m.

Upon a motion by Mr. Baker, seconded by Mrs. Helman, and passed by unanimous vote, minutes from the November 17, 2017 meetings were approved.

Public Hearing on Loan Resolution: Hearing was closed with no comments

Comments from the Board of Directors: None

Comments from the Public: None

Upon a motion by Mrs. Leslie, seconded by Mr. Burger, and passed by unanimous vote, the Claim Forms dated November 17, 2017 were approved.

ONI Insurance Coverage Update presented by Russ Williamson.

Committee Reports:

1. Personnel & Benefits – No report
2. Facilities – No report
3. Budget & Finance – No report
4. Marketing – Rick reported meetings were going good and after the first of the year we would be starting our marketing for the Air Show. Also comments about how nice the float in the parade was and how well our website has been. Rachel talked about

the airport working with the State of IN and FAA to be one of the selection sites for the testing of unmanned systems.

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.

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes. Board approval for change order for Quad-J for miscellaneous items for \$19,579.87. Approval upon a motion by Mr. Burger for the change order for Quad-J for \$19,579.87, seconded by Mr. Baker, and passed by unanimous vote.

Consideration for approval of Loan Agreement with First Financial Bank. Approval upon a motion by Mrs. Helman to do the Loan Agreement with First Financial Bank, seconded by Mr. Burger, and passed by unanimous vote.

Consideration for approval of Resolution to Transfer Money to Rainy Day Fund. Approval upon a motion by Mr. Burger to transfer money to the Rainy Day Fund, seconded by Mr. Baker, and passed by unanimous vote.

Consideration for approval of Restaurant Lease. Amendment of \$500 maximum for monthly rent payment will be added to the lease. Approval upon a motion by Mrs. Helman to approve the restaurant lease, seconded by Mr. Baker, and passed by unanimous vote.

Consideration and Discussion of un-finished business – West Quad development update

Comments from the Public – None

Board of Director's Comments – None

Upon a motion by Mr. Baker seconded by Mr. Burger, the meeting was adjourned at 9:07 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.)