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### Minutes

Terre Haute Regional Airport Authority  
November 13, 2019 – 8:00 a.m.  
Airport Conference Room

#### PRESENT:

Rachel Leslie, President (called in)  
Brian Short, Vice President  
Rick Burger, Secretary  
Dan Conley, Member

#### ABSENT:

Dick Baker, Treasurer  
Bernice Helman, Member

#### STAFF PRESENT:

Jeff Hauser, Executive Director  
Kelsey Veatch, Finance Manager  
Shaun Baker, Operations Manager

#### OTHERS PRESENT:

John Baer, Woolpert  
Josh Thompson, Hoosier Aviation  
Howard Greninger, Tribune Star  
WTHI Reporter

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

Upon a motion by Mrs. Leslie, seconded by Mr. Conley, and passed by unanimous vote, minutes from the October 4, 2019 meeting were approved.

Comments from the Board of Directors – None

Comments from the Public - None

Upon a motion by Mr. Conley, seconded by Mr. Burger, and passed by unanimous vote, the Claim Forms dated November 13, 2019 were approved.

#### Committee Reports:

1. Personnel & Benefits Committee – Dan Conley presented the 2020 Employee Benefit selections made by the Personnel & Benefits Committee members. The report is attached and part of the official minutes.  
Committee members agreed to a 3% cost of living wage increase for all employees for 2020.  
Committee members proposed a \$100 for each employee as additional compensation to be giving in December 2019.
2. Facilities Committee – No report
3. Budget & Finance Committee – No report
4. Economic Development Committee – No report

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

Treasurer's Report was presented by Kelsey Veatch. The financials for September and October 2019 were reviewed and approved by the board and are attached as part of the official minutes.

Attorney's Report – No report

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes. In addition to the report John addressed the welding job performed on the new box hangar doors. 2<sup>nd</sup> welding inspection was passed. A letter has been written to the manufacturer to accept the corrections to the door for the warranty. CDI is trying to get the warranty extended from 2 years to 5 years or longer.

Consideration and Discussion of New Business –

Approval by a motion by Mr. Conley seconded by Mr. Burger and passed by unanimous vote, Resolution No. 7-2019 Establishing 2020 Employee Compensation was approved.

Approval by a motion by Mr. Burger, seconded by Mr. Conley and passed by unanimous vote, Resolution No. 8-2019 Authorizing Additional Compensation was approved.

Consideration for Approval of Revised Job Description for Finance Manager was tabled until the next board meeting. Waiting on final revision from Scott Craig.

Consideration and Discussion of Unfinished Business –

Approval by a motion by Mr. Burger, seconded by Mrs. Leslie and passed by unanimous vote, the Contract Agreement with Newhouse and Associates was approved.

Comments from the Public – None

Board of Director's Comments – None

Upon a motion by Mr. Short, the meeting was adjourned at 8:23 a.m.

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Rick Burger, Secretary