

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: Edward "Earl" Maine
Dr. Ellison Conrad
Frank Sims
Stephen M. Quilty
Andy Puckett
Dr. James E. Baker
David Anderson

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, April 09, 2019 at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. Maine, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Executive Assistant and Amber Miller, Administrative Assistant.

Mr. Maine called for approval of the Minutes of the Regular Meeting March 11, 2019.

Mr. Puckett moved to approve the minutes of March 11, 2019. Mr. Sims seconded the motion. The motion carried unanimously.

Mr. Maine called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Maine called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Maine called for the Operations Committee Report.

Mr. Sims stated that the Operations Committee had not met.

Mr. Quilty stated that he had been working on the Strategic Assessment and that the first step was to develop a Mission Statement. Mr. Quilty asked the Board to review the current Mission Statement and e-mail him with any comments.

Mr. Maine called for the Development Committee Report.

Mr. Anderson stated that the Development Committee had not met.

Mr. Maine called for Unfinished Business.

Mr. Hines reviewed the Re-Bid of Extend Runway 6 – Phase 3 (Embankment) project with the Board.

Discussion ensued.

Mr. Maine called for New Business.

Mr. Hines inquired about the possibility of procuring a Certificate of Deposit with the suggested amount of four hundred thousand (\$400,000) or five hundred thousand dollars (\$500,000).

Mr. Puckett reviewed the current balances in the Bank accounts with the Board. Mr. Puckett stated that First Bank & Trust were offering the Airport a 12 month CD at 2.5% interest for five hundred thousand dollars (\$500,000), if access to the money was needed before the twelve (12) months is up, it would be three (3) month interest penalty.

Discussion ensued.

Mr. Puckett moved to move up to five hundred thousand dollars (\$500,000) of the Airports liquid assets to a twelve (12) month CD at 2.5% interest to be held at First Bank & Trust. Dr. Conrad seconded the motion.

Discussion ensued.

Dr. Baker made a substitute motion that the staff be directed to obtain rates from other FDIC financial institutes for a five hundred thousand dollars (\$500,000), twelve (12) month CD and those findings be brought back before the Board at the next meeting. Mr. Sims seconded the motion.

Discussion ensued.

Mr. Maine called for a vote on the substitute motion made by Dr. Baker. Motion carried with a vote of 5 for, 1 opposed, with Mr. Puckett abstaining.

Mr. Hines discussed with the Board the information that was provided in regards to a Special Conservators of the Peace, to see if the Board would be interested in having certain airport employees trained.

Discussion ensued.

Mr. Maine asked the Board Members to e-mail Mr. Hines with any further comments they may have in regards to the Special Conservators of the Peace, and asked Mr. Hines to summarize the comments and present them to the Board at the next meeting.

Mr. Hines discussed with the Board the Program Update letters from Delta Airport Consultants and the Federal Aviation Administration.

Discussion ensued.

Mr. Maine called for Public Comments.

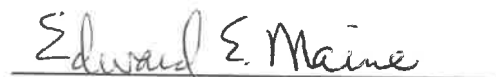
None.

Closed Session.

None

Mr. Puckett moved to adjourn. Dr. Baker seconded the motion. The motion carried unanimously. The meeting adjourned at 7:27 P.M.


David Anderson, Secretary


Edward "Earl" Maine, Chairman

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