

VIRGINIA HIGHLANDS AIRPORT AUTHORITY

REGULAR MEETING

Members Present: Stephen Lowe
Edward "Earl" Maine
Gary Cutlip
John White
Frank Buchanan, III
David G. Anderson

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, November 11, 2013 at 6:00 P.M. in Conference Room "A" of the Terminal Building. Mr. Lowe, 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, Airport Secretary, Amber Miller, Assistant Secretary and Mr. David Matlock.

Mr. Lowe thanked Mr. Matlock for his service on the Board and presented him with a plaque.

Mr. Lowe called for approval of the Minutes of the Regular Meeting of October 21, 2013.

Mr. Maine moved to approve the Minutes of October 21, 2013. Mr. Cutlip seconded the motion. The motion carried unanimously.

Mr. Lowe called for the Financial Report.

Mr. Cutlip gave the Financial Report.

Discussion ensued.

Mr. Lowe called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. Buchanan moved to allow the Manager to spend five hundred (\$500) dollars to advertise in the GA News or similar publication. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. Lowe called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee had met and reviewed the Proposed 2014 - 2015 Budget. It is the recommendation of the Operations Committee that the Budget be approved as presented to the Board.

Mr. Lowe called for a vote to approve the Budget as presented, six (6) voting Yay and zero (0) voting Nay.

Mr. Maine presented the Board with the proposed lease change to Section 3 of the T-Hangar Lease Agreement.

Discussion ensued.

Proposed lease changes to Section 3 of the T-Hangar Lease Agreement was tabled.

Mr. Lowe called for the Development Committee Report.

Mr. Buchanan stated that the Development Committee had met with Mr. Eddie Babb from Eastern Aviation Fuels, Inc. The meeting was more of an informational meeting.

Discussion ensued.

Mr. Lowe called for Unfinished Business.

Mr. Lowe inquired about the progress on obtaining information on the Web Site design.

Ms. Amber Miller updates the Board on the Web Site design.

Discussion ensued.

Mr. Lowe asked Mr. Hines to obtain two more quotes for Web Site design.

Mr. Lowe called for New Business.

Mr. Lowe moved that if the Boards meeting date falls on a Holiday that the Board meet on the Tuesday after that Holiday. Mr. White seconded the motion. The motion carried unanimously.

Discussion ensued.

Mr. Lowe amended his motion to included Federal or State Holidays. Mr. White seconded the amended motion. The amended motion carried unanimously.

Mr. White inquired about the E-mail Blast List.

Discussion ensued.

Mr. Lowe resumed discussion on the proposed lease changes to Section 3 of the T-Hangar Lease Agreement.

Discussion ensued.

No action was taken.

Mr. Lowe called for Public Comments.

The following people addressed the Board:

Mr. Sonny Wright

No Closed Session.

Mr. Buchanan moved to adjourn. Mr. Maine seconded. The motion carried unanimously. The meeting adjourned at 7:50 P.M.



David Anderson, Secretary



Stephen Lowe, Chairman