

VIRGINIA HIGHLANDS AIRPORT AUTHORITY

REGULAR MEETING

Members Present: Stephen Lowe
Gary Cutlip
Frank Buchanan, III
David Matlock
David G. Anderson

Absent: Edward "Earl" Maine
John White

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, June 10, 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 and Amber Miller, Assistant Secretary.

Mr. Lowe called for approval of the Minutes of the Regular Meeting of May 13, 2013.

Mr. Anderson moved to approve the Minutes of May 13, 2013. Mr. Buchanan seconded the motion. The motion carried unanimously.

Mr. Lowe called for the Financial Report.

Mr. Anderson gave the Financial Report.

Mr. Newton and Mr. Vermillion, who are interested in opening a maintenance repair shop here on the field, presented the Board with a Business Plan.

Discussion ensued.

Mr. Lowe asked the Development Committee to meet to review the Business Plan presented by Mr. Newton and Mr. Vermillion.

Mr. Lowe called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. Lowe called for the Operations Committee Report.

In Mr. Maine's absents, Mr. Lowe read the following e-mail from Mr. Maine:

The Operations Committee met on May 29, 2013 to review the proposed Operation Budget for 2013-2014. The Airport Manager was present and provided rational for the Budget. There was a moderate amount of discussion, with consensus being that the Airport Manager has presented a Budget that addresses all known factors and is entirely reasonable for those areas where there was uncertainty. The Committee recommends the approval of the Budget as presented at the May 13, 2013, meeting of the Authority.

The Committee has completed the review of the Rules and Regulations begun several months ago. A marked up version of the suggested changes is available in the packet for the June 10, 2013 meeting. The proposed changes address some minor editorial changes to reflect current terminology and addresses more significant changes in the areas of self-fueling and final fabrication of experimental aircraft. The Committee recommends the approval of this document as amended.

The Committee recognizes that one other area of Airport Policy needs to be address and that is the policy relating to occupancy of T-hangars by other than lessee owned aircraft. That change can and should be effective through a change to the T-hangar lease agreement. This will be addressed in the near future by the Operations Committee.

The Committee appreciates the interest shown by members of the Authority in the Budget discussion and the several suggestions made by the Authority Members and pilots as the review of the Rules and Regulations has proceeded over the past few months.

Mr. Lowe called for the Development Committee Report.

Mr. Buchanan stated that the Development Committee had met.

Mr. Lowe called for Unfinished Business.

Mr. Lowe stated the Board needed to adopt the 2013-2014 Budget, as Mr. Maine mentioned, it came out of committee approved.

Mr. Cutlip moved to adopt the 2013-2014 Budget as submitted. Mr. Lowe stated that a second was not needed since it came out of committee. The motion carried unanimously.

Mr. Lowe called for New Business.

Mr. Lowe stated that the Election of Officers will be held at the next Board meeting. A List that shows who is eligible for which Offices was included in the packets.

Mr. Lowe called for Public Comments.

No Public Comments.

Mr. Lowe moved that Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Mr. Matlock seconded the motion. The motion carried unanimously.

Mr. Elliott took a roll call vote stating that no matter was discussed in Closed Session other than that were included in the motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.

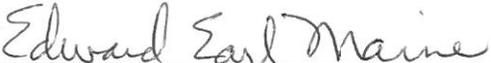
Stephen Lowe – I so certify
Gary Cutlip – I so certify
Frank Buchanan – I so certify
David Matlock – I so certify
David Anderson - I so certify

Mr. Lowe stated the Board needed to approve the amended Rules and Regulations.

Discussion ensued.

Mr. Lowe moved to approve the amended Rules and Regulations as presented by the Operations Committee. Mr. Cutlip seconded the motion. The motion carried unanimously.

Mr. Buchanan moved to adjourn. Mr. Cutlip seconded. The motion carried unanimously. The meeting adjourned at 7:20 P.M.


Edward "Earl" Maine, Assist. Secretary


Stephen Lowe, Chairman