

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY****REGULAR MEETING**

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

**Absent:** John White

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, April 08, 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 March 11, 2013.

Mr. Maine moved to approve the Minutes of March 11, 2013. Mr. Buchanan seconded the motion. The motion carried unanimously.

Mr. Lowe called for the Financial Report.

Mr. Anderson gave the Financial Report.

Mr. Lowe called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. Lowe stated that a motion needed to be made to accept the revised 2013-2014 County Budget Request, that was discussed at last months meeting.

Mr. Buchanan moved to accept the revised 2013-2014 County Budget Request. Mr. Matlock seconded the motion. The motion carried unanimously.

Mr. Hines presented the Board with proposed additions to the By-Laws for the Virginia Highlands Airport Authority. Mr. Hines stated that a twenty (20) day notice is required before the Board could take a vote.

Discussion ensued.

Mr. Lowe stated that in order to give the twenty (20) day notice, the proposed additions to the By-Laws for the Virginia Highlands Airport Authority will be placed on next month's agenda.

Mr. Lowe called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee has met twice, continuing the discussion of the Rules and Regulations. The Meeting is currently in recess.

Mr. Maine presented the Board with a Temporary Maintenance Policy.

Discussion ensued.

Mr. Maine stated that it is the motion of the Operations Committee that the Temporary Maintenance Policy (see attached) be implemented by the Airport Manager. The motion carried unanimously.

Mr. Lowe called for the Development Committee Report.

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

Mr. Lowe called for Unfinished Business.

Mr. Lowe stated that copies of the County's Personnel Policy are available, should any of the Board Members need a copy.

Mr. Lowe called for New Business.

Mr. Lowe stated that the selection of an Appraiser for Land Acquisition of the runway extension needed to be discussed.

Discussion ensued.

Mr. Anderson made the motion to allow the Manager to acquire an appraiser, in compliance with the Virginia Public Procurement Act process and to allow the Airport Attorney to advise the Manager throughout the process. Mr. Matlock seconded the motion. The motion carried unanimously.

Mr. Lowe called for Public Comments.

The following people addressed the Board:


Mr. Robert Dorton

Mr. Sonny Wright

Mr. Buchanan moved to adjourn. Mr. Anderson seconded the motion and the motion carried unanimously. The meeting adjourned at 6:50 P.M.



Edward "Earl" Maine, Assist. Secretary



Stephen Lowe, Chairman