

VIRGINIA HIGHLANDS AIRPORT AUTHORITY

REGULAR MEETING

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

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, September 10, 2012 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, and Kristy Miller, Airport Secretary.

Mr. Lowe called for approval of the Minutes of the Regular Meeting of August 13, 2012.

Mr. Maine moved to accept the Minutes of August 13, 2012. Mr. Anderson 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 called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee had met to discuss two items, the first item being the letter from David Jones, in regards to the unavailability of the Maintenance Pods. Mr. Maine recommended that the Operations Committee develop a policy for the Maintenance Pods. The second item discussed was the T-hangar Interest List, and stated that they will be continuing to work on the Interest List.

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 spoke about downloading the meeting packets to the I-Pads.

Mr. Hines stated that we have received the invoice from Fltplan.com. Mr. Hines also stated that the Airport Attorney, he and Delta are still working on the contract for engineering agreement for land services. Also, Mr. Hines said that we will have to have a separate contract for the obstruction removal on runway 24 end.

Mr. Lowe called for New Business.

Mr. Lowe stated Mr. Hines received a letter from James White requesting rental of one of the Maintenance/Storage Pods. His proposal is to rent the unit for one hundred dollars (\$100) per month, paying a year's lease in advance.

Mr. Matlock excused himself from the meeting.

Discussion ensued.

Mr. Matney moved to counter offer James White proposal with five percent (5%) off of the monthly rate of one hundred fifteen dollars (\$115), paying a year's lease in advance. Mr. Buchanan seconded the motion. The Motion carried with Mr. White and Mr. Anderson opposing.

Mr. Lowe stated that a copy of the draft audit report is available for download. He asked that the Auditor be contacted about correcting the list of Officers on page two (2) of the draft audit report.

Discussion ensued.

Mr. Hines stated that a meeting is scheduled for September 11, 2012 with David Rose from Davenport & Company and Fred Parker the Washington County Treasurer in reference to the alternative financing for the runway extension project.

Discussion ensued.

Mr. Lowe called for Public Comments.

The following people addressed the Board:

Mr. Sonny Wright

Mr. Lowe moved that Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia Section 2.2-3711 for the purpose of the protection of the privacy of individuals in personal matters not related to public business, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or

briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Mr. Buchanan seconded the motion. The Motion carried unanimously.

Mr. Lowe 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.

Edward “Earl” Maine – I so certify.

John Matney – I so certify.

John White – I so certify.

Frank Buchanan – I so certify.

David Anderson – I so certify.

Mr. Buchanan moved to adjourn. Mr. Maine seconded the motion and the motion carried unanimously. The meeting adjourned at 7:45 P.M.



David Matlock, Secretary



Stephen Lowe, Chairman