

**Eastern WV Regional Airport Authority**

**VIRTUAL MEETING MINUTES**

**Monday, 14 December 2020 – 6:00 PM**

**Members Present** \*via telecom

Jim Klein	Brad Close*	Ronald Fitzpatrick*	Dan Dulyea*
Maria Lorensen*	John Allen	P.J. Orsini*	Tana Burkhart*
Larry Dunn*	Maria Lorensen*	Aneesh Sompalli*	John Laub*

**Members Absent**

Ken Collinson

**Also Present**

Nicolas Diehl, EWVRAA	Neil Doran, EWVRAA	Vicki A. Saunders, EWVRAA*
Jim Marshall, Attorney	Matt Umstead, Herald-Mail*	Chuck Bailey, Attorney*

**Petitions of Citizens**

None

**Meeting called to order at 6:00 PM by Chairman Jim Klein**

**1<sup>st</sup> Agenda Item: Approval of November 9<sup>th</sup>, 2020 Minutes**

Maria Lorensen motioned to approve the minutes. Tana Burkhart seconded the motion. All were in favor and the motion passed.

**2<sup>nd</sup> Agenda Item: Approval of December 2020 Budget Report**

P.J. Orsini motioned to approve the budget. John Laub seconded the motion. All with the exception of John Allen were in favor. The motion passed.

**3<sup>rd</sup> Agenda Item: Personnel needs discussion (possible executive session)**

The Chairman provided a broad overview. The point was made that the exact same number of staff are responsible to manage the accounting function both before and after the recent property and business unit acquisitions took place with their increased budgets. The personnel committee has met and evaluated the current accounting process. The possibility of adding both a part-time position and a consultant to help assist with these tasks was identified. Aneesh Sompalli spoke about how much the work-load has increased due to increased activity, larger revenue streams and increased number of accounts payable and accounts receivable transactions.

The personnel committee had asked for details such as a breakdown of potential costs involved. Brad Close also spoke to the need for additional staffing and that this has been an expected development. What they didn't know was specifically how the work-load would increase in such a manner.

After further discussion, P.J. Orsini motioned to approve the combined request for \$28,000. This expense will be accrued during the remaining months of the 20-21 fiscal year and be associated with both a part time position and for an accounting consultant. John Laub seconded the motion. All were in favor. The motion passed.

**4<sup>th</sup> Agenda Item: Executive Director/Staff Report**

Nic Diehl and Neil Doran provided a summary of the staff activity reports.

Maria Lorensen motioned conclude the meeting. Tana Burkhart seconded the motion. All were in favor, and the motion passed.

**The meeting adjourned at 6:45 PM.**