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170 Aviation Way, Suite 105
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Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES February 13th, 2023- 6pm

ROLL CALL		Remote	Present In Person	Absent
Chairman	Dan Dulyea	✓		
Vice Chairman	Chip Leatherman		✓	
Secretary	Maria Lorensen		✓	
Treasurer	Brad Close	✓		
Berkeley County	Tana Burkhart	✓		
City of Martinsburg	Margie Bartles		✓	
City of Martinsburg	John Laub			✓
City of Martinsburg	Larry Dunn		✓	
Berkeley County	Ronald Fitzpatrick			✓
Berkeley County	Jim Whitacre		✓	
Berkeley County	PJ Orsini	✓		
STAFF				
Executive Director	Nic Diehl		✓	
Business Manager	Craig Bartoldson		✓	
Accounting	Vicki Saunders		✓	
Charter & Administrative Coordinator	Kathy Brosius		✓	
Legal	Jim Marshall		✓	
Accountant	Charli Heilmann		✓	

Also present Owner/President of Bravo Flight Training Company, Brenda Tibbs, and Russ Voelker with Civil Air Patrol

Petitions of Citizens

None

Meeting called to order at 6:03PM by Vice Chairman Leatherman.

1st Agenda Item: Approval of January 9, 2023 meeting minutes

- Larry Dunn motioned to approve minutes as amended. Margie Bartles seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of December 2022 Budget Report

- Maria Lorensen motioned to approve the December 2022 budget as presented. Larry Dunn seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Air Show Update

- Nic Diehl presented updated information and details regarding the August 2023 Air Show.

4th Agenda Item: Discussion of 5 Year Strategic Plan

- Nic Diehl presented moderated plan, a decision was made to discuss in depth next meeting.

5th Agenda Item: Executive/ Director Staff Report

- Reports presented by Nic Diehl

6th Agenda Item: Possible Property/Legal Matter (possible executive session)

- Vice Chairman Leatherman asked members if a move into Executive Session to discuss property and legal matters was required. Larry Dunn motioned to move into Executive Session. Maria Lorensen seconded the motion. All were in favor, and the motion passed.
- Larry Dunn motioned to allow Nic Diehl to proceed as directed. Maria Lorensen seconded the motion. All were in favor and the motion passed.

Margie Bartles motioned to adjourn the meeting at 6:47. Larry Dunn seconded the motion. All were in favor and the motion passed.

The meeting adjourned at 6:47 PM.