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226 Pilot Way
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Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, January 8th, 2024- 6pm

ROLL CALL		Remote	Present In Person	Absent
Chairman	Chip Leatherman		✓	
Vice Chairman	Larry Dunn	✓		
Secretary	Maria Lorensen		✓	
Treasurer	Brad Close	✓		
City of Martinsburg	Margie Bartles		✓	
Berkeley County	Jim Whitacre			✓
STAFF				
Executive Director	Nic Diehl	✓		
Business Manager	Craig Bartoldson			✓
Legal	Jim Marshall		✓	
Accountant	Charli Heilmann		✓	
Executive Assistant	Megean Moon			✓

Also present Michelle Singhas and Dennis Bradford from EWVRAA

Petitions of Citizens

None

Meeting called to order at 6PM by Chairman Leatherman

1st Agenda Item: Approval of December 18th, 2023, Meeting Minutes

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

2nd Agenda Item: Review of December 2023 Budget Report

- CPA Charli Heilmann presented a preview of the December 2023 Budget Report.

3rd Agenda Item: Executive Director/ Staff Reports

- Staff and Director Reports presented by Nic Diehl

4th Agenda Item: Property/ Personnel/ Legal contract matter (possible Executive Session):

- Chairman Leatherman asked if a need to move into Executive Session was required. It was determined property and legal matters were to be discussed. Margie Bartles motioned to move into Executive Session. Maria Lorensen seconded the motion. All were in favor and the motion passed. No action was taken in Executive Session.

Brad Close motioned to adjourn the meeting.

The meeting adjourned at 6:28pm