

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, August 19th 2024- 6pm

ROLL CALL		Remote	Present In Person	Absent
Chairman	Chip Leatherman		✓	
Vice Chairman	Larry Dunn	✓		
Secretary	Maria Lorensen		✓	
Treasurer	Brad Close			✓
Berkeley County	Jill Burkhart		✓	
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		✓	

Petitions of Citizens

None

Meeting called to order at 6PM by Chairman Leatherman

1st Agenda Item: Approval of July 15th, 2024, Meeting Minutes

- Margie Bartles motioned to approve the July Meeting Minutes as presented with the correction to Vice Chairman Larry Dunn’s spelling of name. Larry Dunn seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Review and Approval of July 2024 Budget Report

- CPA Charli Heilmann presented the July 2024 Budget Report. Larry Dunn motioned to approve the Budget Report. Jill Burkhart seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Executive Director/ Staff Reports

- Nic Diehl presented Staff and Director reports.

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

- After it was confirmed a need for Executive Session was needed, Margie Bartles motioned to move into Executive Session and discuss legal contracts. Maria Lorensen seconded the motion. All were in favor and the motion passed.
- No action was taken in Executive Session. Margie Bartles motioned to approve and sign the FAA Resolution for contract as discussed. Maria Lorensen seconded the motion. All were in favor and the motion passed.

Chairman Chip Leatherman motioned to adjourn the meeting.

The meeting adjourned at 6:45pm.