

**Eastern WV Regional Airport Authority**  
**ZOOM MEETING MINUTES, July 15<sup>th</sup> 2024 - 6pm**

ROLL CALL		Remote	Present In Person	Absent
<b>Chairman</b>	Chip Leatherman		✓	
<b>Vice Chairman</b>	Larry Dunn		✓	
<b>Secretary</b>	Maria Lorensen		✓	
<b>Treasurer</b>	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			✓

Also present: Major Dirk Scansberry

**Petitions of Citizens**

None

**Meeting called to order at 6PM by Chairman Leatherman**

**1<sup>st</sup> Agenda Item: Election of Officers**

- Larry Dunn motioned to nominate Chip Leatherman as Chairman, Margie Bartle nominated Larry Dunn as Vice Chairman, Margie Bartles nominated Brad Close as Treasurer, Larry Dunn motioned to nominate Maria Lorensen as Secretary. Margie Bartles moved to close nominations; Larry Dunn seconded the motion; all were in favor and the motion passed. Margie Bartles motioned to accept the full slate as nominated. Larry Dunn seconded the motion. All were in favor and the motion passed unanimously.

## **2<sup>nd</sup> Agenda Item: Approval of June 17<sup>th</sup> Meeting Minutes**

- Margie Bartles motioned to approve June 17<sup>th</sup> Meeting Minutes as presented. Larry Dunn seconded the motion. All were in favor and the motion passed.

## **3<sup>rd</sup> Agenda Item: Review and Approval of June 2024 Budget Report**

- CPA Charli Heilmann presented the June 2024 Budget Report. Larry Dunn motioned to approve the June 2024 Budget Report. Maria Lorensen seconded the motion. All were in favor and the motion passed.

## **4<sup>th</sup> Agenda Item: Appointment of Two Board Members to the MRB Foundation**

- Margie Bartles nominated Bart Rogers and Jim Whitacre as board members to the MRB Foundation. Larry Dunn seconded the motion. All were in favor and the motion passed.

## **5<sup>th</sup> Agenda Item: Independence Celebration Recap**

- MRB Foundation hosted Independence Celebration 2024 Recap given by Nic Diehl

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

- Nic Diehl presented the Staff and Director Reports for June 2024

## **7<sup>th</sup> Agenda Item: Property/ Personnel/ Legal contract matter (possible Executive session)**

- After Chairman Leatherman determined it was necessary to discuss possible legal matters, Larry Dunn motioned to move into Executive Session. Maria Lorensen seconded the motion. All were in favor and the motion passed.
- No decisions were made in Executive Session.

**Chairman Chip Leatherman motioned to adjourn the meeting.**

**The meeting adjourned at 6:45pm**