

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, June 17th 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 May 20th, 2024, Meeting Minutes

- Vice Chairman, Larry Dunn motioned to approve the May 20 Meeting Minutes as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of May 2024 Budget Report

- CPA Charli Heilmann presented May 2024 Budget Report. Margie Bartles motioned to approve the budget report. Jill Burkhart seconded the motion, all were in favor and the motion passed.

3rd Agenda Item: Marshall University Event Recap

- Marshall University Open House event recap given by Nic Diehl

4th Agenda Item: Fuel Adjustments and Promotion

- Fuel Adjustments, Pricing and Promotion details given by Nic Diehl

5th Agenda Item: Executive Director/ Staff Reports

- Nic Diehl presented Staff and Director reports.

6th Agenda Item: Property/ Personnel/ Legal contract matter (possible Executive Session)

- Chairman Leatherman asked the Board if Executive Session was needed. It was determined Executive Session was not a requirement for this meeting.

Chairman Chip Leatherman motioned to adjourn the meeting.

The meeting adjourned at 6:45pm.