

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, May 20th 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		✓	

Also present Tom McKenzie of EWVRAA

Petitions of Citizens

None

Meeting called to order at 6PM by Chairman Leatherman

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

- Maria Lorensen motioned to accept the April Meeting Minutes as presented. Larry Dunn seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of April 2024 Budget Report

- CPA Charli Heilmann presented the April 2024 Budget Report. Larry Dunn motioned to approve the Budget Report as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Approval of FY24/25 Proposed Budget

- FY24/25 Proposed Budget presented. Margie Bartles motioned to approve the April 2024 Proposed Budget. Maria Lorensen seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Approval of FY24/25 Fee Schedule

- FY 24/25 Fee Schedule was presented. Brad Close motioned to approve the FY 24/25 Fee Schedule. Larry Dunn seconded the motion. All were in favor and the motion passed.

5th Agenda Item: Review of Charter Sale

- Review of Charter Sale presented by Nic Diehl

6th Agenda Item: Approval of funds of Charter Sale

- Proposed distribution of funds received from Charter Sale presented to Board. Jim Whitacre motioned to approve allocation of funds. Margie Bartles seconded the motion. All were in favor and the motion passed.

7th Agenda Item: Executive Director/ Staff Reports

- Nic Diehl presented staff reports

8th Agenda Item: Property/ Personnel/ Legal Contract Matter (possible Executive Session)

- Chairman Leatherman asked Board Members if the need to enter Executive Session was necessary. It was determined not necessary to enter Executive Session.

Chairman Chip Leatherman adjourned the meeting at 6:50PM