

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, November 18th 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		✓	
Berkeley County	Tosha Brown		✓	
STAFF				
Executive Director	Nic Diehl		✓	
Business Manager	Craig Bartoldson		✓	
Legal	Jim Marshall		✓	
Accountant	Charli Heilmann		✓	
Executive Assistant	Megean Moon			✓

Also present Steven Skinner

Petitions of Citizens

None

Meeting called to order at 6PM by Treasurer Brad Close

1st Agenda Item: Approval of October 21st, 2024, Meeting Minutes

- Margie Bartles motioned to accept the March Meeting Minutes as presented. Chip Leatherman seconded the motion. Jim Whitacre abstained due to absence. All were in favor and the motion passed.

2nd Agenda Item: Approval of October 2024 Budget Report

- CPA Charli Heilmann presented the October 2024 Budget Report. Jim Whitacre motioned to approve the Budget Report. Margie Bartles 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 determined that Executive Session was necessary, Jim Whitacre motioned to move into Executive Session. Margie Bartles seconded the motion. All were in favor and the motion passed. No action was taken in Executive Session.

Treasurer Brad Close motioned to adjourn the meeting.

The meeting adjourned at 7:40pm.