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226 Pilot Way
 Martinsburg, West Virginia 25405

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, April 21st 2025 - 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: Craig Grabowsky of Airheads

Petitions of Citizens

None

Meeting called to order at 6PM by Chairman Leatherman

1st Agenda Item: Approval of March 17th, 2025, Meeting Minutes

- Margie Bartles motioned to accept the March Meeting Minutes as presented. Larry Dunn seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of March 2025 Budget Report

- In the absence of CPA Charli Heilmann, the March 2025 Budget Report was presented by Nic Diehl. Larry Dunn motioned to approve March 20225 Budget as presented. Margie Bartles seconded the motion and the motion passed.

3rd Agenda Item: Executive Director/ Staff Reports

- Staff and Director Reports given by Nic Diehl

4th Agenda Item: 2026 Budget for Review

- Nic Diehl presented board with FY25-26 DRAFT Budget for review

5th Agenda Item: Property/ Personnel/ Legal Contract Matter (Possible Executive Session)

- After was confirmed entering executive session was not necessary, Margie Bartles motioned to adjourn the meeting. Larry Dunn seconded, all were in favor and the motion passed.

The meeting adjourned at 6:48pm