

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, June 16th 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			✓

Petitions of Citizens

None

Meeting called to order at 6PM by Vice Chairman Larry Dunn

1st Agenda Item: Approval of May 18th, 2025, Meeting Minutes

- Maria Lorensen motioned to accept the May Meeting Minutes as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Recognition of Employee Retirement

- Appreciation gifts and acknowledgement given

3rd Agenda Item: Approval of May 2025 Budget Report

- CPA Charli Heilmann presented the May 2025 Budget Report. Maria Lorensen motioned to approve the Budget Report. Margie Bartles seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Approval of Bylaws Revisions

- Brad Close motioned to approve Bylaws Revisions as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

5th Agenda Item: Review and Approval of FY 25-26 Meeting Schedule

- Brad Close motioned to approve the FY 25-26 Meeting Schedule as presented, Maria Lorensen seconded the motion. All were in favor and the motion passed.

6th Agenda Item: Executive Director / Staff Reports

- A need to enter Executive Session was not presented. Margie Bartles motioned to adjourn the meeting. Larry Dunn seconded the motion, all were in favor and the motion passed.

Chairman Chip Leatherman motioned to adjourn the meeting.

The meeting adjourned at 6:35pm