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226 Pilot Way
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Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, August 18th 2025 - 6pm

ROLL CALL		Remote	Present In Person	Absent
Chairman	Larry Dunn		✓	
Vice Chairman	Maria Lorensen		✓	
Secretary	Margie Bartles			✓
Treasurer	Brad Close	✓		
Berkeley County	Chip Leatherman		✓	
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 Chairman Dunn

1st Agenda Item: Approval of July 21st, 2025, Meeting Minutes

- Brad Close motioned to accept the July Meeting Minutes with an amendment to address and change the attendance list. Maria Lorensen seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of July 2025 Budget Report

- CPA Charli Heilmann presented the July 2025 Budget Report. Brad Close motioned to approve the Budget Report. Jim Whitacre seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Executive Director/ Staff Reports

- Staff and Director Reports given by Nic Diehl

4th Agenda Item: Property/ Personnel/ Legal Contract Matter (Possible Executive Session)

- After it was confirmed the need to enter Executive Session to discuss property and personnel matter was necessary, Maria Lorensen motioned to enter Executive Session. Tosha Brown seconded the motion. All were in favor and the motion passed.
- No actions were made in Executive Session.

Maria Lorensen motioned to adjourn the meeting.

The meeting adjourned at 6:50pm