

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES, September 15th 2025 - 6pm

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

1st Agenda Item: Welcome and Approval of new Board Member

- Welcoming of new board member representing the City of Martinsburg, Heidi Crawford

2nd Agenda Item: Approval of August 18th, 2025, Meeting Minutes

- Brad Close motioned to accept the August Meeting Minutes as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Approval of August 2025 Budget Report

- CPA Charli Heilmann presented the August 2025 Budget Report. Brad Close motioned to approve the Budget Report. Vice Chairman Maria Lorensen seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Executive Director/ Staff Reports

- Staff and Director Reports given by Nic Diehl

5th 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 matters was not necessary, Margie Bartles motioned to adjourn the meeting. Tosha Brown seconded, all were in favor and the motion passed.

The meeting adjourned at 6:37pm