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226 Pilot Way
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Eastern WV Regional Airport Authority

ZOOM MEETING MINUTES, January 26th 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 Dunn

1st Agenda Item: Approval of December 15th, 2025, Meeting Minutes

- Margie Bartles motioned to approve the December 15th Meeting Minutes as presented. Maria Lorensen seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Review and Approval of December 2025 Budget Report

- CPA Charli Heilmann presented the December 2025 Budget Report. Brad Close motioned to approve the Budget Report. Heidi Crawford seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Discussion and Update on Aviation Education Endeavors

- Nic Diehl gave updates regarding upcoming Aviation Education Endeavors at MRB.

4th Agenda Item: Review of Legislative Bills Supporting Aviation

- Review and update given by Nic Diehl regarding legislative bills addressing the aviation community

5th Agenda Item: Executive Director / Staff Reports

- Staff and Director Reports given by Nic Diehl

6th 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, Hedi Crawford motioned to adjourn the meeting. Maria Lorensen seconded, all were in favor and the motion passed.

The meeting adjourned at 7:00pm