EASTERN WV REGIONAL AIRPORT

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Eastern WV Regional Airport Authority

ZOOM MEETING MINUTES, March 16th 2025 - 6pm

ROLL CALL		Present Remote	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 February 17th, 2026, Meeting Minutes

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

2nd Agenda Item: Review and Approval of February 2026 Budget Report

- CPA Charli Heilmann presented the February 2026 Budget Report. Heidi Crawford motioned to approve the Budget Report. Maria Lorensen seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Update on Educational Aviation Endeavors

- Review and updates given by Nic Diehl

4th Agenda Item: Executive Director / Staff Reports

- Executive Director and Staff Reports and updates given by Nic Diehl

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

- After it was confirmed there was a need to enter Executive Session to discuss legal and property matters, Margie Bartles motioned to move into Executive Session. Brad Close seconded the motion; all were in favor and the motion passed.

- No actions were taken in Executive Session. Brad Close motion to authorize Nic Diehl to move forward and executive the legal and property matters as discussed. Margie Bartles seconded the motion. Margie Bartles motioned to adjourn the meeting. Brad Close seconded the motion, all were in favor and the motion passed.

The meeting adjourned at 7:15pm