EASTERN WV REGIONAL AIRPORT

phone: 304.263.2106
fax: 304.267.6350

226 Pilot Way
Martinsburg, West Virginia 25405

Eastern WV Regional Airport Authority

ZOOM MEETING MINUTES, June 15th 2026 - 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 May 18th, 2026, Meeting Minutes

- Brad Close motioned to approve the May 18, 2026, meeting minutes as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

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

- CPA Charli Heilmann presented the May 2026 Budget Report. Brad Close motioned to approve the Budget Report. Maria Lorensen seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Notice of Election in July Meeting

- Notification of Election of Officers given to board members

4th Agenda Item: Executive Director / Staff Reports

- Executive and staff reports given by Nic Diehl

5th Agenda Item: Property / Legal matter (possible Executive Session)

- After it was confirmed the need to enter Executive Session to discuss lease agreements was necessary, Margie Bartles motioned to enter Executive Session. Maria Lorensen seconded the motion; all were in favor and the board entered Executive Session. No actions were taken in Executive Session. Brad Close motioned to adjourn the meeting. Margie Bartles seconded the motion; all were in favor and the motion passed.

The meeting adjourned at 7:25pm