EASTERN WV REGIONAL AIRPORT

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Eastern WV Regional Airport Authority

ZOOM MEETING MINUTES, May 18th 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 April 20th, 2026, Meeting Minutes

- Tosha Brown motioned to approve the April 20, 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 April 2026 Budget Report

- CPA Charli Heilmann presented the April 2026 Budget Report. Brad Close motioned to approve the Budget Report. Tosha Brown seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Review and Approval FY 26-27 Budget

- Margie Bartles motioned to approve the FY 26-27 Budget as presented. Tosha Brown seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Review and Approval of FY 26-27 Fee Schedule

- Treasurer Brad Close motioned to accept the FY 26-27 Fee Schedule as presented. Tosha Brown seconded the motion. All were in favor and the motion passed.

5th Agenda Item: Executive Director / Staff Reports

- Executive and staff reports given by Nic Diehl

6th Agenda Item: Property / Legal matter (possible Executive Session)

- After it was confirmed the need to enter Executive Session was not necessary, Margie Bartles motioned to adjourn the meeting. Tosha Brown seconded the motion; all were in favor and the meeting adjourned.

The meeting adjourned at 7:05pm