

VERMILION REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
Board Meeting Minutes December 19, 2023

Agenda Item 1 – Call to Order

Chairman Peck called the December 19, 2023, meeting to order at 4:00pm.

Agenda Item 2 – Pledge of Allegiance and Invocation

The Pledge of Allegiance recited, and a moment of silence observed.

Agenda Item 3 – Roll Call

Upon roll call, the following commissioners were present: Gardner Peck, George Camarata, Steve Foster, Vicky Brown, and Liz Sookarry. Manager Tess Cook, Office Manager Tracy Van Duyn and Legal Counsel Jerry Davis were also present.

Agenda Item 4 – Adoption or Amendment of Agenda

Motion by L. Sookarry to accept the agenda, seconded by V. Brown. All answered in favor, motion passed by acclamation. 5-0.

Agenda Item 5 – Audience Comments

- Jeff Williams – Discussed how the airport is down to one maintenance employee and we should think about hiring Mike Zaayer back as part-time help.
- Mayor Ricky Williams also wanted to thank the employees of the airport for all that they do and let them know that there will be brighter days ahead.

Agenda Item 6 – Approval of Minutes

- Regular Minutes November 21, 2023
Motion by S. Foster to approve the November regular minutes, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0.

Agenda Item 7 – Request from Newell Township – Action Item

- Decision to move forward on Newell Township's request to use a representation of the airport on township flag. The vote will be taken later once the design is completed.

Agenda Item 8 – Financials / FBO Report

G. Peck stated he had reviewed all financials to the commissioners. L. Sookarry made a motion to approve November payroll and payables, including: the monthly check report, balance sheet, current P&L, P&L Previous Year Comparison, seconded by V. Brown. Roll call – 3-2, motion passed.

- VRAA made the decision to continue with Crowder (CPA) for the upcoming year 2024. Postponed the signing of engagement letter until board had more time to review. S. Foster made a motion to approve, seconded by G. Camarata. Roll call – 5-0, motion passed.

Agenda Item 9 – Selection of Officers (2024) - Action Items

Selection of 2024 Board Member officers are as follows:

- Chairman – G. Camarata - Roll call 3 – 2, motion passed.
- Treasurer – V. Brown - Roll call 3-2, motion passed.
- Secretary – L. Sookarry – Roll call 5-0, motion passed.

Agenda Item 10 –Airshow presentation of proposed Budget - Action Items

- The board decided to postpone the airshow to 2025. Motion by G. Camarata to approve the airshow be moved to 2025, seconded by S. Foster. Roll call – 5-0, motion passed.

Agenda Item 11 – Managers Report - Possible Action Items

T. Cook presented a written report on the activities of the month of November.

- 2024 Health insurance premium for employees - Motion by S. Foster to approve, seconded by G. Camarata. Roll call – 5-0, motion passed.
- Facer (Insurance Broker) 2024 Insurance premium for: Commercial Vehicle, Airport Liability, Flightline Liability, Hangar Insurance, and Pollution Insurance – Motion by G. Camarata to approve, seconded by L. Sookarry. Roll call – 5-0, motion passed.
- CTS Wi-Fi installation quote – Postponed to January 2024.

Agenda Item 12 – Executive Session

None.

Agenda Item 13 - Commissioners Comments

None.

Agenda Item 14 - Adjournment:

A motion by G. Camarata was made to adjourn, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. All answered in favor, motion passed. 5-0, – Meeting adjourned at 6:24pm.

MINUTES Approved X Amended ____ By Acclamation this January 16, 2024