

VERMILION REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
Board Meeting Minutes March 21, 2024

Agenda Item 1 – Call to Order

Chairman Camarata called the March 21, 2024, 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, and Liz Sookarry, Mike Vadeboncoeur. Manager Tess Cook, Office Manager Tracy Van Duyn were also present. John Beardsley legal counsel attended as well.

Agenda Item 4 – Table Budget

The Board decided to table the Budget until the next meeting scheduled. Motion by G. Camarata to accept changes made to the budget and move to the next meeting, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0

- G. Camarata announced to the audience that the proposed budget for 2024 will be available to the public as of 3/25/24 at the VRAA Administration Office.

Agenda Item 5 – Audience Comments

None

Agenda Item 6 – Adjournment

Motion by G. Camarata was made to adjourn, seconded by G. Peck. All answered in favor, motion passed by acclamation. Roll call - 5-0, motion passed. – Meeting adjourned at 4:26pm.

Regular Meeting:

Agenda Item 1 – Call to Order

Chairman Camarata called the March 21, 2024, regular meeting to order at 4:27pm.

Agenda Item 2 – Roll Call

Upon roll call, the following commissioners were present: Gardner Peck, George Camarata, Steve Foster, and Liz Sookarry, Mike Vadeboncoeur. Manager Tess Cook, Office Manager Tracy Van Duyn were also present. John Beardsley legal counsel attended as well.

Agenda Item 3 – Adoption or Amendment of Agenda – Action Item

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

Agenda Item 4 – Audience Comments

None

Agenda Item 5 – Board Member Resignation – Action Item

Motion by G. Camarata to accept Board Member Vicky Brown’s resignation, seconded by S. Foster. Roll call – 5-0, motion passed.

Agenda Item 6 – New Board Member

VRAA welcomed new Board Member Mike Vadeboncoeur to the board. All Board Members of the board were sworn by oath by legal counsel, John Beardsley. No action needed.

Agenda Item 7 – Approval of Minutes

- Regular Minutes for February 20, 2024. Motion by G. Camarata to approve the February regular minutes, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0.

Agenda Item 8 – Financials / FBO Report – Action Item

L. Sookarry stated she had reviewed all financials to the commissioners. S. Foster made a motion to approve February payroll and payables, including: the monthly check report, balance sheet, current P&L, P&L Previous Year Comparison, seconded by G. Camarata. Roll call – 5-0, motion passed.

- G. Camarata announced to the audience that the proposed budget for 2024 will be available to the public as of 3/25/24 at the VRAA Administration Office.

Agenda Item 9 – Bi-Laws - Possible Action Items

Motion by G. Camarata to accept the new VRAA Bi-laws, seconded by S. Foster. Roll call – 5-0, motion passed.

Agenda Item 10 – Change April Meeting Date – Action Item

Motion by G. Peck to accept changing the date for the April meeting from the 16th to the 25th of the month, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0.

Agenda Item 11 – Officials Liability Insurance - Action Items

Facer’s Insurance quote for the 2024 Officials Liability Insurance was approved by the Board. Motion was made by S. Foster, seconded by G. Camarata. Roll call – 5-0, motion passed.

Agenda Item 12 – Hay Lease (RFP) – Action Item

Motion by G. Camarata to accept the Hay Lease bid, seconded by G. Peck. Roll call – 5-0, motion passed.

Agenda Item 13 – Managers Report - Possible Action Items

T. Cook presented a written report on the activities of the month of February 2024.

- Wi-Fi Lease Addendum - VRAA Commissioners made the decision to accept the proposed addendum – Motion by L. Sookarry to approve, seconded by G. Camarata. Roll call – 5-0, motion passed.
- Landside Mowing RFP (out for bidding) - Motion by M. Vadeboncoeur to approve, seconded by G. Camarata. Roll call – 5-0, motion passed.

- Security Camera RFP (out for bidding)- Motion by L. Sookarry to approve, seconded by G. Camarata. Roll call – 5-0, motion passed.
- Fence Change Order – The decision to change the black decorative fencing back to a chain linked fence for the upcoming IDOT project was approved by the VRAA Board. Motion by S. Foster, seconded by Mike Vadeboncoeur. Roll call – 5-0, motion approved.

Agenda Item 14 – Formation of Decennial Committee – Action Item

VRAA board chose Connie Camarata and Marina Foster to head the Decennial Committee. There will be 3 meetings held over the next three months at 3:30pm, before the Regular Meeting. Motion by G. Camarata to accept the committee members, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 5-0

Agenda Item 15 – Executive Session

None

Agenda Item 16– Commissioners Comments

None

Agenda Item 17 – Adjournment

Motion by G. Camarata was made to adjourn, seconded by M. Vadeboncoeur. All answered in favor, motion passed by acclamation. Roll call - 5-0, motion passed. – Meeting adjourned at 5:51pm.

MINUTES Approved _____ Amended _____ By Acclamation this April 25, 2024