

VERMILION REGIONAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS  
Board Meeting Minutes November 18, 2025

Regular Meeting:

Agenda Item 1 – Call to Order

Vice - Chairperson S. Foster called the meeting to order on November 18, 2025 @ 4:01PM

Agenda Item 2 – Roll Call

Upon the roll call, the following commissioners were present: Liz Sookarry, Steve Foster, and Mike Vadeboncoeur were present. Manager Doug Hardy and Airport Assistant Manager Tracy Van Duyn were also present.

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

Motion by L. Sookarry to accept the agenda, seconded by M. Vadeboncoeur. All answered in favor; motion passed by acclamation. 3-0.

Agenda Item 4 – Audience Comments

No comments.

Agenda Item 5 – Approval of Minutes – Action Item

Regular Meeting Minutes for October 21, 2025. Motion by L. Sookarry to approve the regular minutes seconded by M. Vadeboncoeur. All answered in favor; motion passed by acclamation. 3-0.

Agenda Item 6 – Financials / FBO Report – Action Item

L. Sookarry stated she had reviewed all the financials to the commissioners. S. Foster made a motion to approve October payroll and payables, including: the monthly check report, balance sheet, current P&L, P&L Comparison, seconded by L. Sookarry. Roll call – 3-0, motion passed.

Agenda Item 7 – 2026 Board Meeting Calendar - Action Item

The VRAA Board approved the 2026 meeting calendar. Motion by M. Vadeboncoeur to accept the calendar dates, seconded by L. Sookarry. All answered in favor, motion passed by acclamation. 3-0.

Agenda Item 8 – Open New Bank Account for HRA use at ONB– Action Item

The Board has approved Tracy Van Duyn to open an HRA (Health Savings Account) bank account for employee usage of yearly medical contribution. Motion by M. Vadeboncoeur, seconded by L. Sookarry. Roll call – 3-0, motion passed.

Agenda Item 9 – Items of Interest - Discussion

Doug Hardy discussed all the events that were happening at the airport since the October Board Meeting.

- Hanger Tasks that have been completed.
- FBO exterior door has been completed, minus the painting which will be completed in Spring.
- Airfield light that required upgraded LED innards.
- Alvin Fence has begun the extension to South Fence to make 6ft.

- IDOT has been installing lights for Phase 2 project and will be completing temporary striping. All grass and permanent striping will be completed in Spring.
- Still trying to get King Securities to assist with gate cameras for integration with current software.

#### Agenda Item 10 – Tracy Van Duyn Evaluation / Salary Review – Action Item

The Board has decided to table this item until the December Meeting.

#### Agenda Item 11 – Farm Lease Bid – Action Item

The Board has decided to hold a Special Meeting on December 4<sup>th</sup>, 2025, to complete voting on the bids.

#### Agenda Item 12 – Executive Session

The Board entered Executive Session at 4:43PM. The following Board Members that were present are: S. Foster, L. Sookarry, & M. Vadeboncoeur.

- c) Open Meetings Act 5ILCS 120/2 (1) (c-d) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or Legal &/or other consulting service for the public body.

#### Agenda Item 13 – Returned to Public Session

At 4:52PM the Board went into open session and included Doug Hardy and Tracy Van Duyn back into the meeting. S. Foster explained that in the past they had given the employees a Christmas Bonus and wanted to re-instate for 2025. The following amounts would be as follows:

- Manager to receive - \$500.00
- Assistant Manager to receive - \$400.00
- Full-Time Maintenance to receive - \$300.00
- Part-Time Maintenance to receive - \$100.00

A motion by L. Sookarry to approve this item, seconded by M. Vadeboncoeur. Roll call 3-0, motion passed.

#### Agenda Item 14 – Commissioners Comments

S. Foster wanted to discuss the Special Meeting that was decided to be on December 4<sup>th</sup>, 2025, to vote on the Farm Lease bids that were opened in the meeting this evening.

#### Agenda Item 15 – Adjournment

Motion by M. Vadeboncoeur was made to adjourn, seconded by L. Sookarry. All answered in favor; motion passed by acclamation. 3-0 Meeting adjourned at 4:57PM.