

VERMILION REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
Board Meeting Minutes December 16, 2025

Regular Meeting:

Agenda Item 1 – Call to Order

Chairperson G. Camarata called the meeting to order on December 16, 2025 @ 4:00PM

Agenda Item 2 – Roll Call

Upon the roll call, the following commissioners were present: Geroge Camarata, 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. 4-0.

Agenda Item 4 – Audience Comments

No comments.

Agenda Item 5 – Approval of Minutes – Action Item

- Regular Meeting Minutes for November 18, 2025. Motion by L. Sookarry to approve the regular minutes seconded by S. Foster. All answered in favor; motion passed by acclamation. 4-0.
- Special Meeting Minutes for December 4, 2025. Motion by M. Vadeboncoeur to approve the special meeting minutes, seconded by S. Foster. All answered in favor, motion passed by acclamation. 4-0.

Agenda Item 6 – Treasurer Report / Financials – Action Item

L. Sookarry stated she had reviewed all the financials to the commissioners. S. Foster made a motion to approve November payroll and payables, including: the monthly check report, balance sheet, current P&L, P&L Comparison, seconded by M. Vadeboncoeur. Roll call – 4-0, motion passed.

Agenda Item 7 – FBO Report - Action Item

M. Vadeboncoeur went over the FBO report and asked if there were any questions. No action needed.

Agenda Item 8 – 2026 Board Meeting Calendar - Action Item

The VRAA Board needed to re-approve the 2026 meeting calendar, because beginning January 2026 board meetings cannot be held on an election day. Motion by S. Foster to accept the calendar dates, seconded by M. Vadeboncoeur. Roll call – 4-0, motion passed.

Agenda Item 9 – Facer Insurance Premiums for 2026– Action Item

Andy Facer went through all the upcoming premiums for 2026 with the Board. He answered all their questions and made some line-item updates. No action was needed on this matter.

Agenda Item 10 – Budget / Levy for 2026– Action Item

The 2026 budget was on display for 30 days at the VRAA administration office so the Board was able to move forward and approve the Budget and Levy for 2026 (2025). Motion by S. Foster, seconded by M. Vadeboncoeur. Roll call – 4-0, motion passed.

Agenda Item 11 – Items of Interest - Discussion

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

- Balloons Over Vermilion would not be at the airport in 2026.
- IDot completed Phase 2 and the taxiway 16/34 was open. Permanent striping is scheduled to be completed in Spring 2026.
- VRAA received a 3rd disbursement for the Vermilion County Treasurer in the amount of \$28,892.68.

Agenda Item 12 – Tracy Van Duyn Evaluation / Salary Review – Action Item

The Board decided to go into Executive Session to discuss.

Agenda Item 13 – Executive Session

The Board entered Executive Session at 4:45PM. The following Board Members that were present are: G. Camarata, 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 14 – Return to Public Session

The Board has made the decision to give evaluations for all employees moving forward to the end of each year at the rate of 4%. This is not guaranteeing each employee will receive but the rate will be same for all. Retro rate for all employees was given, and this is the breakdown for each employee:

Tracy Van Duyn – 5.66% 17 months/12 x 4%

Brad McBride - .667% 2 months / 12 x 4%

Doug Hardy – 2.33% / 12 x 4%

Agenda Item 14 – Commissioners Comments

M. Vadeboncoeur wanted to wish everyone a Merry Christmas.

Agenda Item 15 – Adjournment

Motion by S. Foster was made to adjourn, seconded by L. Sookarry. All answered in favor; motion passed by acclamation. 4-0 Meeting adjourned at 5:07PM.