



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, November 8, 2011
7:00 P.M.**



BOARD MEMBERS PRESENT:

Keith Hutchinson, Chairman
Andy Mungenast, Vice Chairman
Dr. Charles Waldrop, Jr.
John Stewart
Dean Byers
Tim Fagan

ALTERNATE PRESENT:

X Chris Chatmon X
CC LIAISON PRESENT:
X Walter Weaver
STAFF PRESENT:
X Mark Divita, Airport Manager X
X Kellen Benbrook, Operations Supervisor X

CALL TO ORDER: The meeting was called to order by Chairman Keith Hutchinson at 7:00 p.m. with a quorum present.

Item #1: Approval of Minutes from October 11, 2011 Meeting

Stewart motioned for approval. This was seconded by Mungenast. The vote carried unanimously.

Item #2: Airport Manager Staff Report

Divita provided a brief on the airport's sales statement FY to date in both graphic and tabular form. Since this is the beginning of the FY only 1 month's data was reported. Divita reported that the Cold War Air Museum had an Formation Flying Clinic that boosted fuel sales in one weekend.

Divita provided a brief the status on the self serve fuel facility construction. The foundation and bollards have been installed.

Item #3: Discuss and consider approval cancelling the December 13, 2011 Airport Advisory Board meeting.

Hutchinson briefed that the board usually cancelling this meeting due to the holidays.

Mungenast motioned for approval of cancelling the December meeting and Dr. Waldrop seconded. The vote carried unanimously.

Item #4: Set Agenda for Next Meeting

- Approval of Minutes
- Airport Manager Briefing
- Status of design/engineering of new south ramp and terminal building
- Set Agenda for Next Meeting

ADJOURNMENT: Dr. Waldrop moved to adjourn. After a second by Mungenast, the motion was approved unanimously and the meeting adjourned at 7:12 p.m.

ATTEST:

APPROVED:



Mark Divita
Airport Manager



Keith Hutchinson
Chairman