
Regular Board Meeting Minutes

May 13, 2025 - 5:00 PM - Airport Conference Room

In attendance were board members, participants and guests as listed on the attached attendance sheet.

1. **Call to Order:** Chairman Locke called meeting to order at 4:57 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation:** Ross Statham
3. **Review of Agenda:** Approved as submitted.
4. **Consent Agenda** items were, as previously determined by procedure, approved as submitted:
 - a. Last month's regular meeting minutes
 - b. Treasurer's report – See attached report
 - c. Grant Activity Report – See attached report
5. **Audience wishing to speak:** None.
6. **Airport Manager Report (enclosed): Routine** discussions; see the enclosed report.
7. **AVCON Report (enclosed):** Calvin Palmer led the discussion around the enclosed report. Action items were as follows:
 - a. **Design for Replacement of Navigational Aids: PAPI lights etc. (25-04) and Water Storage Tank and Hydrant Improvements (25-05) Grants:** Ross Statham moved, and Dell Corbin seconded that the board approve signing of Resolutions 25-04 and 25-05. Carried unanimously.
8. **Old Business:**
 - a. **Airport courtesy vehicle:** Secretary Ross Statham reported that the repair costs to fix the brake and fuel system on the recently donated airport courtesy vehicle was in excess of his \$500 spending authority and asked the Board's approval. He moved, and Danny Exum seconded, that the \$827.76 repair bill be paid; motion carried unanimously.
 - b. **Budget for courtesy vehicle repair and maintenance:** Treasurer Tommy Leuenberger noted that because the vehicle was not in this year's budget, we should include a provision within our future budgets to accommodate this vehicle. After a brief discussion, Dell Corbin moved that we allocate \$100 per month for this purpose. Motion carried unanimously.
 - c. **Spending Limits:** Secretary Ross Statham noted that he believes our current spending limits for the Airport Manager, Treasurer, Secretary and Chairman are in need of review. He and Treasurer Leuenberger volunteered to review and discuss our procurement policy and make recommendations to the Board.
 - d. **April Financial Performance:** Treasurer Tommy Leuenberger provided some insights on our fuel performance and profits for April. There was a discussion around fuel costs and profit margins, but no action was needed by the board.
 - e. **April 24 Chamber Meeting at Airport:** Member Danny Exum reported on the April 24th Community Outreach, a Business After Hours meeting at the airport at 5:30 pm, which was well attended and successful. The Board thanked him for his work in putting this together.
 - f. **Airport signage:** Chairman Jack Locke reported that we were able to move the electrical service pole we had in hand (previously used to provide service to the old power vault) to the airport front entrance. West Florida Electric has connected power to the pole, which sits immediately behind our sign on Tri-County Road. Statham reported that he has informed Board Member Edward Crutchfield that power is connected so that

we can finish connecting power to the sign (by way of replacing the solar panels currently feeding power to the sign).

9. **New Business:**

a. **None.**

Adjourn: There being no other business, the meeting was adjourned at 5:28 PM.

These minutes were compiled by Ross Statham, Secretary, and when subsequently approved by the Board of Directors (the following meeting) and signed by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary