
Regular Board Meeting Minutes

February 10, 2026 - 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 4:56 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation:** Ross Statham
3. **Review of Agenda:** Approved as submitted.
4. **Review and approval of Finance Committee Minutes:** No meeting was held last month but it was noted that one will be needed before our next regular board meeting.
5. **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
6. **Audience wishing to speak:** None.
7. **AVCON Report:** AVCON Vice-President Lee Lewis led the discussion based upon the enclosed written report. He suggested that we conditionally approve Change Order 03 to be submitted upon funding approval by FDOT, in the amount of \$67,568, to facilitate issues with the north hangar and taxiway project. After a brief discussion around details, Exum moved and Corbin seconded that we do so; motion carried unanimously.

Lewis also discussed a re-purposing of funds outlined in Grant 449911-1 to better describe our current needs around terminal improvements, equipment, facelift, security, access control and other needs. This has been discussed by AVCON with the Florida Department of Transportation and with our Chairman. This will allow us to more effectively address our many varied requirements. Statham moved and Corbin seconded that we do so; motion carried unanimously.
8. **Airport Manager Report (enclosed):** Routine discussions without action by the Board.
9. **Airport Profit Report:** The January Fiscal year to date airport profit report was provided to the Board by the Treasurer. The report was briefly discussed and is attached.
10. **Old Business:**
 - a. **Audit Response** – Staff member Brenda Wilson and Treasurer Tommy Leuenberger discussed the attached response letter regarding our audit findings and our long-term plans to ensure proper fiscal controls. No action needed by the board.
 - b. **Sale of Solar Equipment** – Secretary Ross Statham reported that our solar equipment at the north end of the airport was sold via Facebook Marketplace for \$350. The equipment has been removed, and the money has been deposited.
 - c. **Community Outreach Update** – Grants Coordinator Danny Exum reported that there will be another joint Chamber meeting- Holmes, Jackson and Washington Counties- at the airport on April 16 at 5:00 pm. Dinner is being provided by a sponsor and there will be a keynote speaker. No action needed by the Board.
11. **New Business:** None.

(The remainder of this page has been left intentionally blank.)

Adjourn: There being no other business, the meeting was adjourned at 5:29 PM.

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

A handwritten signature in blue ink, appearing to read "Ross Statham", is written above a horizontal line.

Ross E. Statham, Secretary