

ROANOKE REGIONAL AIRPORT COMMISSION
August 18, 2020
8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, August 18, 2020, at 8:30 a.m. Mr. Powers, Chair, presided.

PRESENT: Commission members Nathaniel L. Bishop (joined the meeting at 9:00 a.m.), Randy Clements, Robert Fralin, Dale Guidry, William Gust, Cynthia Lawrence, and Gary Powers.....7.

ABSENT: None.....0.

Mr. Powers noted a second closed meeting was added to the agenda, now being item number nine.

MINUTES

The minutes of the regular monthly meeting held on July 21, 2020, were before the body.

Mr. Gust made a motion that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Ms. Lawrence and unanimously approved.

AIR TRAFFIC REPORTS

The Air Traffic Reports for June 2020, were before the body.

Mr. Gust made a motion to receive and file the Air Traffic Reports. The motion was seconded by Ms. Lawrence and unanimously approved.

AIRPORT BUSINESSES

Cathy Carroll and Jim Hopkins with Signature Flight were present.

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE – JULY 2020

The Roanoke Regional Airport Commission Air Service Update for July 2020 was before the body.

Mr. Gust made a motion to receive and file the report. The motion was seconded by Ms. Lawrence and unanimously approved.

MONTHLY FINANCIAL REPORT

The monthly financial report for the eleven months ending May 31, 2020, was before the body.

Mr. Gust made a motion to receive and file the report. The motion was seconded by Ms. Lawrence and unanimously approved.

AUTHORIZING APPLICATION FOR FINANCING WITH THE VIRGINIA RESOURCE AUTHORITY FOR THE CONSTRUCTION OF AN AIRCRAFT STORAGE HANGAR

A report from the Director of Finance and Administration recommending the Commission authorize the application for financing with the Virginia Resource Authority for the construction of an aircraft storage hangar was before the body.

(Report on file in Airport Commission Office.)

Mr. Gust made a motion to adopt a Resolution authorizing the application for financing with the Virginia Resource Authority for the construction of an aircraft storage hangar. The motion was seconded by Mr. Clements and adopted by the following vote:

AYES: Commission members Clements, Fralin, Guidry, Gust, Lawrence, and Powers.....6.
NAYS: None.....0.

Dr. Bishop not present.

(Resolution No. 16-081820 on file in Airport Commission Office.)

EXECUTIVE DIRECTOR COMMENTS

Mr. Bradshaw informed the Commission members the tentative date for the September, 2020 meeting would need to be changed. After consulting their calendars, the members agreed to have the meeting on Thursday, September 24, 2020, at 1:00 p.m.

Mr. Bradshaw invited the Commission members to a luncheon celebrating Cathy Bowman's retirement after 37 years of service with the Commission to be held, August 19, 2020. He noted that Ms. Bowman will return to work on a part-time basis in the future.

COMMISSION MEMBER COMMENTS

Mr. Gust asked what constitutes a quorum now that the Commission has seven members. Mr. Darby responded the minimum number of members required to constitute an official meeting is four. He also stated that if more than two members are present, it is considered a meeting under the Freedom of Information Act.

CLOSED SESSION

A request from the Executive Director that the Commission convene in a closed meeting to discuss and consider the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Commission, being property previously identified on the Commission's Airport Master Plan Update as property to be acquired for future aviation development, pursuant to section 2.1-3711.A.(3), Code of Virginia (1950), as amended, was before the body.

Ms. Lawrence made a motion that the Commission convene in a closed meeting to discuss the acquisition of real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Commission, pursuant to section 2.1-3711. A. (3), Code of Virginia (1950). The motion was seconded by Dr. Bishop and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence, and Powers.....7.
NAYS: None.....0.

A request from the Commission Chair that the Commission convene in a closed meeting to discuss a long-term contract, where, if made public initially in an open meeting, the bargaining position or strategy of the Commission would be adversely affected, pursuant to section 2.1-3711. A. (29), Code of Virginia (1950), as amended.

Mr. Gust made a motion that the Commission convene in a closed meeting to discuss a long-term contract, where, if made public initially in an open meeting would adversely affect the bargaining position or negotiating strategy of the Commission, pursuant to section 2.1-3711. A. (29), Code of Virginia (1950). The motion was seconded by Ms. Lawrence and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence, and Powers.....7.
NAYS: None.....0.

At this time the Commission convened in a Closed Session - 9:14 a.m.

The Commission reconvened at 10:23 a.m.

Dr. Bishop made a motion that with respect to the Closed Meetings just concluded that each member of the Airport Commission certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in the motions by which the Closed Meetings were convened were heard, discussed or considered in the meetings by the Commission. The motion was seconded by Mr. Gust and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence, and Powers.....7.

NAYS: None.....0.

There being no further business to come before the Commission, Mr. Powers adjourned the meeting at 10:25 a.m.

ATTEST:

Cathy S. Bowman
Secretary