



ROANOKE REGIONAL AIRPORT COMMISSION

September 17, 2024, 8:30 a.m.

Commission Meeting Minutes

The Roanoke Regional Airport Commission convened in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, September 17, 2024, at 8:30 a.m. Chairman Dr. Bishop presided.

PRESENT: Clements, Fralin, Guidry, Powers, Bishop.

ABSENT: None; Ms. Marko and Mr. Gust were present via video.

A quorum was present for the conduct of business.

Mr. Powers moved to allow Mr. Gust, on a conflicting vacation, to participate remotely pursuant to Commission policy and Code of Virginia § 2.2-3708(B)(4).

The motion was seconded by Mr. Guidry.

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Bishop, Clements, Fralin, Guidry, Powers, Marko	6.
NAYS: None	0.
NOT VOTING: Gust	1.

(Mr. Gust could not vote upon the motion to allow his own participation.)

APPROVAL OF MINUTES

Mr. Powers moved that the minutes of the meeting conducted August, 2024 be approved without amendment.

Mr. Guidry seconded the motion.

The motion passed unanimously by voice vote.

CLOSED SESSION

Ms. Marko made a motion to go into closed session for the following purposes:

- A. Consideration of the investment of public funds for Airport terminal infrastructure improvements, where disclosure would negatively affect the Commission’s bargaining position (Code of Virginia 2.2-3711(A)(6)).
- B. Disposition of real estate in the vicinity of I-581 (Code of Virginia § 2.2-3711(A)(3)).
- C. Consultation with staff members and legal counsel concerning performance of an existing service provider (Code of Virginia § 2.2-3711(A)(8)).

Dr. Clements seconded the motion.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Bishop, Clements, Guidry, Powers, Marko, Gust, Fralin 7.
NAYS: None 0.

The Commission convened in closed session at 8:41 a.m.
The Commission reconvened in open session at 10.09 a.m.

Dr. Bishop made a motion certifying pursuant to Code of Virginia § 2.2-3712 that only the business identified in the motion to convene in closed session was heard, discussed or considered by the Commission.

The motion was seconded by Mr. Guidry.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Bishop, Clements, Guidry, Powers, Marko, Gust, Fralin 7.
NAYS: None 0.

ACTION ITEM

Mr. Guidry moved that Resolution No. 12-082024, tabled at the August meeting, be taken back up and approved.

Dr. Bishop seconded the motion.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Bishop, Guidry, Gust, Fralin 4.
NAYS: Clements, Powers, Marko 3.

Mr. Fralin and Dr. Clements left the meeting at 10:14 a.m. and Ms. Marko assumed the chair of the meeting.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart reported on the successful execution of the FBO contract, a 15% increase in enplanements over summer of 2023, attendance at the Mayor’s “State of the City” address and Multiple Sclerosis Society of Champions gala, the upcoming full-scale emergency training session on September 19, and the Special Olympics Plane Pull on September 28.

FINANCIAL REPORT

Director of Finance presented the monthly financial report for August.

Mr. Powers moved adoption of the report.
Mr. Guidry seconded the motion.

There was no further discussion of the motion.
The motion passed unanimously by voice vote.

Mr. Jeavons reported on the acquisition of various insurance coverages for RRAC for the 2025 year.

Mr. Guidry moved adoption of the report.
Mr. Powers seconded the motion.

There was no further discussion of the motion.
The motion passed unanimously by voice vote.

Mr. Rick Shields with Blue & Co., RRAC contracted auditors, appeared remotely via video and gave a summary of the current status of the FY 2023-24 audit.

PUBLIC COMMENT

No comments were submitted in advance or delivered at the meeting.

COMMENTS BY COMMISSION MEMBERS

The Commission engaged in a discussion with Mr. Tony Pearman of Access group concerning the public relations requirements of the airport and expectations concerning contract performance by Access.

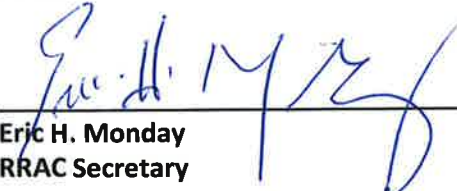
In the interests of time, Agenda items 5, and 6 were not taken up.

A quorum was present at all times for the conduct of business.

The meeting was adjourned at 10:37 a.m.

The agenda packet for this meeting, containing staff reports as referenced above is attached to and incorporated as a part of these Minutes of the Commission meeting conducted August 20, 2024.

ATTEST:



Eric H. Monday
RRAC Secretary