



ROANOKE REGIONAL AIRPORT COMMISSION
October 15, 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, October 15, 2024, at 8:30 a.m. Chairman Fralin presided.

PRESENT: Fralin, Marko, Bishop. Powers, Guidry

ABSENT: Clements, but entered the meeting at 9:17 a.m.

A quorum was present for the conduct of business.

Mr. Guidry moved to allow Mr. Gust, with a conflicting medical appointment, to participate remotely pursuant to Commission policy and Code of Virginia § 2.2-3708(B)(1).

The motion was seconded by Mr. Powers.

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Fralin, Marko, Bishop. Powers, Guidry	5.
NAYS: None	0.
NOT VOTING: Gust	1.

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

Dr. Clements entered the meeting after this vote occurred.

APPROVAL OF MINUTES

Mr. Powers moved that the minutes of the meeting conducted September 17, 2024, be approved without amendment.

Mr. Guidry seconded the motion.
The motion passed unanimously by voice vote.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart reported on the air service conference sponsored by Allegiant, the RVPTO fall meeting, the full-scale emergency exercise, and continued efforts to increase air service.

FINANCIAL REPORT

Director of Finance, Mr. Jeavons, presented the monthly financial report for September.
Mr. Guidry moved adoption of the report.
Dr. Bishop seconded the motion.

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

PROCUREMENT REPORT

Mr. Philpott reported on the escalator contract and the progress for the RFPs for concession and banking services.

MARKETING & PUBLIC RELATIONS REPORT

Ms. Briebl reported on meetings with PR firm Access, and success of the special Olympics plane pull.

HUMAN RELATIONS REPORT

Ms. Graybeal reported on new hires.

ROA IMPROVEMENTS UPDATE

Mr. Kotchou reported on parking lot progress, design work for terminal improvements, and runway 6-24 rehabilitation.

ACTION ITEMS

None.

PUBLIC COMMENT

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

NEW BUSINESS

The Commission reviewed potential dates for Commission meetings for 2025. No action was taken.

COMMENTS BY COMMISSION MEMBERS

None.

CLOSED SESSION

Dr. Bishop made a motion to go into closed session for the following purposes:

Discussion of the investment of public funds in strategies for the recruitment of additional air service, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body (Code of Virginia 2.2-3711(A)(6)).

Mr. Guidry seconded the motion.

There was no further discussion of the motion.

The motion was adopted by the following roll-call vote:

AYES: Bishop, Guidry, Powers, Marko, Gust, Fralin 6.

NAYS: None 0.

The Commission convened in closed session at 8:59 a.m.

The Commission reconvened in open session at 10.42 a.m.

Ms. Marko 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 Dr. Clements.

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.

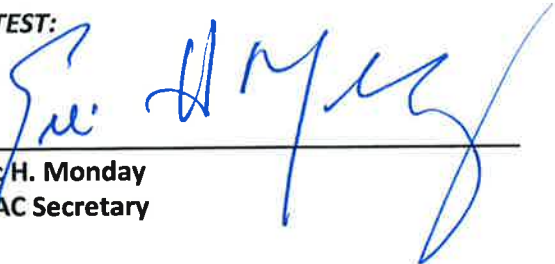
No further action or discussion occurred after closed session.

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

The meeting was adjourned at 10:43 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 October 15, 2024.

ATTEST:



Eric H. Monday
RRAC Secretary