

VIRGINIA HIGHLANDS AIRPORT AUTHORITY

REGULAR MEETING

**Members Present:** Mark Nelson  
Anthony Lambert  
Kenny Hobbs  
Marty Large  
Stephen Lowe  
David Matlock  
Frank Buchanan, III

The Virginia Highlands Airport Authority Board of Directors met on Monday, November 5, 2009 at 6:25 P.M. in Conference Room "A" of the Terminal Building. Mr. Nelson, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, and Ms. Ruth Denton Canter, Airport Secretary

Mr. Nelson called for approval of the Minutes of the Regular Meeting of November 5, 2009

Mr. Large moved to approve the Minutes of the Regular Meeting of November 5, 2009 as presented. Mr. Lambert seconded the motion and the motion carried with Mr. Buchanan and Mr. Matlock abstaining.

Mr. Nelson called for the Financial Report.

Mr. Large gave the Financial Report and moved to approve the Operations bills. Mr. Matlock seconded the motion and the motion carried unanimously.

Mr. Nelson called for the Manager's Report

The Manager's Report was received.

Mr. Nelson called for the Operations Committee Report.

Mr. Lambert stated the Operations Committee had met regarding the budget and would continue the meeting on Monday, December 21, 2009 at 5:00 P.M.

Mr. Lambert moved to offer VRS to those employees who work 40 hours and have been employed for at least 1 year.

Discussion ensued. Mr. Buchanan suggested that the employee should not have a waiting period, but be eligible from the beginning of their employment with the Virginia Highlands Airport.

**Mr. Lambert amended the motion to read that the employee be offered VRS at the beginning of their employment. Mr. Buchanan seconded the motion and the motion carried unanimously.**

**Mr. Nelson asked that the Board have a Special Called Meeting on December 29, 2009 to consider the budget that would be presented to the Board by the Operations Committee.**

**Mr. Nelson called for the Development Committee Report.**

**Mr. Buchanan stated that the Development Committee had not met.**

**Mr. Nelson called for Unfinished Business**

**None.**

**Mr. Nelson called for New Business.**

**Discussion ensued as to the approved Minutes being sent out each month and to whom they should be sent. It was decided that those people be informed that the Minutes were on file at the Court House and available for review by the public, also the Minutes are published on the website that they can be reviewed. Under the FOIA there would be a charge for the employee's time, copier, and supplies should someone request those Minutes.**

**Mr. Nelson called for Public Comments.**

**Mrs. JoAnne Hairston addressed the Board regarding her property.**

**Mr. Nelson stated that there was no need for Closed Session.**

**Mr. Nelson stated a formal statement was needed regarding the upcoming purchase of property.**

**Mr. Nelson excused himself as Chairman and asked Mr. Lambert, Vice Chairman to conduct the meeting.**

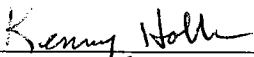
**Mr. Hines stated that a thirty day (30) note was needed to complete the purchase of Wright Equipment property due to the FAA and VDA will only send a portion of the grant money until such time that all paper work is executed.**

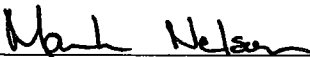
**Mr. Hobbs moved that the Board authorize the Vice-Chairman and the Manager to secure a loan from First Bank and Trust for Three Hundred Thousand Dollars (\$300,000) for thirty- days (30) since First Bank and Trust is used for our regular banking needs. Because of the need for quick action, the bid process will not be practiced as Wright's Equipment will be closing on December 15, 2009. We will need to pay for the additional ten percent (10%) due to the FAA holding ten percent (10%) of their grant until Closing Documents are presented to them and the**

State paying it's share by submitting a check. Mr. Buchanan seconded the motion and the motion carried unanimously.

Mr. Lambert turned the meeting back to Mr. Nelson, Chairman.

Mr. Large moved to adjourn. Mr. Buchanan seconded the motion and the motion carried unanimously. The meeting adjourned at 7:25 P.M. and reconvened at O'Charley's Restaurant for a social of the Directors, employees and counsel, and no business was discussed.

  
Kenny Hobbs, Secretary

  
Mark Nelson, Chairman