

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: Daniel Ruble
Frank Sims
Stephen M. Quilty
Andy Puckett
Dr. James Baker

Absent: Ben Jenkins

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, September 13, 2021, at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. Ruble, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also, present were Mickey Hines, Airport Manager, Kristy Miller, Executive Assistant and Amber Miller, Administrative Assistant.

Mr. Ruble called for a moment of silence in honor of Dr. Conrad.

Mr. Ruble called for approval of the Minutes of the Regular Meeting August 09, 2021.

Mr. Sims moved to approve the minutes of August 09, 2021. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Ruble called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Ruble called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Ruble called for the Operations Committee Report.

Mr. Sims stated that the Operations Committee has not met.

Mr. Ruble called for the Development Committee Report.

Dr. Baker stated that the Development Committee had not met.

Mr. Ruble called for Unfinished Business.

Mr. Ruble stated that Amber Miller had been in contact with Mr. Elliott, and that he will be available for the October meeting for a reception. Mr. Ruble asked

the Board what their preference would be on the meeting time for the October meeting.

Discussion ensued.

Mr. Ruble stated he would check with Mr. Jenkins to see if he could be here by 5:30 PM and if so, the October meeting will be held at 5:30 PM.

Mr. Ruble stated that he had not sent the Manager's review form out to all the Board Members, he asked to push the Manager's review to November.

Discussion ensued.

The Board was in agreement to push the Manager's review to November.

Mr. Ruble called for New Business.

Mr. Puckett stated he would like the Board to discuss a way to commemorate Dr. Conrad for his contributions not only to the Authority but to the Airport and community.

Discussion ensued.

The renaming and dedication of conference room "A" in honor of Dr. Conrad will be discussed at next meeting.

Mr. Ruble called for Public Comments.

None.

Mr. Ruble called for Board Members comments.

Mr. Ruble commented that he would like to thank everyone for being here and for all the hard work and thanked Mr. Sims for attending the Aviation Conference.

Mr. Ruble called for a five (5) minute break at 6:59 PM.

Mr. Ruble called the meeting back to order at 7:04 PM.

Dr. Baker made the motion for Virginia Highlands Airport Authority to conduct a Closed Session pursuant to Code of Virginia § 2.2-3711. A.7., for the purpose of Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a

known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. Mr. Puckett seconded the motion. The motion carried unanimously.

Mr. Ruble stated that Closed Session would consist of Board Members, Airport Manager, Executive Assistant, and Administrative Assistant.

Following the Closed Session, the Board immediately reconvened its Open Session. Having reconvened, members of the Board were advised that if any one of them believes there was a departure from the purposes stated in the motion to go into Closed Session, they now should so state. Mr. Ruble asked if anyone believed there was a departure in the Closed Session from the purposes announced for having a Closed Session. FOIA requires you to speak up now.

No one having identified any departures from the purpose for the closed session, a roll call vote was taken certifying that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.

Danny Ruble – I so certify.

Dr. James Baker – I so certify.

Andy Puckett – I so certify.

Stephen Quilty– I so certify.

Frank Sims – I so certify.

Dr. Baker moved to adjourn. Mr. Puckett seconded the motion. The motion carried unanimously. The meeting adjourned at 7:56 P.M.



Dr. James Baker, Secretary



Daniel Ruble, Chairman