

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Dr. James Baker  
Jeffery Johnson  
Frank Sims  
John White  
Kent Hutton  
Ben Jenkins  
Daniel Ruble

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, September 11, 2023, at 5:30 P.M. in the “Dr. F. Ellison Conrad” Conference Room of the Terminal Building. Dr. Baker, 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 April Conner, Administrative Assistant.

Dr. Baker called for approval of the Minutes of the Regular Meeting August 14, 2023.

Mr. Ruble moved to approve the minutes of August 14, 2023. Mr. Sims seconded the motion. The motion carried unanimously.

Dr. Baker called for the Financial Report.

Mr. Johnson gave the Financial Report.

Dr. Baker called for the Manager’s Report.

Mr. Hines gave the Manager’s Report.

Dr. Baker called for the Operations Committee Report.

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

Dr. Baker called for the Development Committee Report.

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

Dr. Baker called for Unfinished Business.

None.

Dr. Baker called for New Business.

None

**Dr. Baker called for Public Comments.**

**None.**

**Closed Session.**

**Dr. Baker stated that a motion was needed for Virginia Highlands Airport Authority to conduct a Closed Session pursuant to Code of Virginia § 2.2-3711. A.3., for the purpose of Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.**

**Mr. Sims moved to conduct a Closed Session in accordance with the items that were stated by Dr. Baker. Mr. Johnson seconded the motion. The motion carried unanimously.**

**Dr. Baker stated that Closed Session would consist of Board Members, Airport Manager, Executive Assistant, Administrative Assistant, and Delta's representatives.**

**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.**

**Ben Jenkins - I so certify.**

**Kent Hutton - I so certify.**

**John White - I so certify.**

**Jeff Johnson – I so certify.**

**Frank Sims – I so certify.**

**Dr. James Baker – I so certify.**

**Mr. Ruble made the motion to table the By-Laws until next month's meeting. Mr. Jenkins seconded the motion. The motion carried unanimously.**


**Mr. Ruble made the motion to authorize Mr. Hines to sign a contract with Delta Airport Consultants to proceed on the water and gas line project design. Mr. Johnson seconded the motion. The motion carried unanimously.**

**Dr. Baker called for Board Members' comments.**

**Mr. Ruble commented that he wanted to commend the staff and the Washington County Animal Control Deputies that came out for handling the puppy situation.**

**Mr. White commented that it is refreshing to keep seeing progress at a fine airport and all the people involved in getting it done.**

**Mr. Jenkins moved to adjourn. Mr. Hutton seconded the motion. The motion carried unanimously. The meeting adjourned at 7:59 P.M.**

  
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**Mr. Frank Sims, Secretary**

  
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**Dr. James Baker, Chairman**