

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Ben Jenkins  
Steven Layfield  
Mike Rush  
Daniel Ruble  
John White

**Absent:** Jeff Johnson  
Kent Hutton

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, March 10, 2025, at 5:47 P.M. in the “Dr. F. Ellison Conrad” Conference Room of the Terminal Building. Mr. Jenkins, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also, present was Kristy Miller, Executive Assistant and April Conner, Administrative Assistant.

Mr. Jenkins welcomed Mr. Layfield to the Board.

Mr. Jenkins turned the floor over to Mr. Jon Williams and Mr. Pete Rice.

Mr. Williams and Mr. Rice did an informational presentation on the AV8 Big Sky Flying Club that they are wanting to start here at the airport.

Mr. Jenkins called for Public Comments.

None.

Mr. Jenkins called for approval of the Minutes of the Regular Meeting February 10, 2025.

Mr. Rush moved to approve the minutes of the Regular Meeting February 10, 2025. Mr. Ruble seconded the motion. The motion carried unanimously.

Mr. Jenkins called for the Financial Report.

Mr. Ruble gave the Financial Report.

Mr. Jenkins called for the Manager’s Report.

Ms. Miller gave the Manager’s Report.

Mr. Jenkins called for the Operations Committee Report.

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

Mr. Jenkins called for the Development Committee Report.

Mr. Ruble stated that the Development Committee had not met.

**Mr. Jenkins called for Unfinished Business.**

**None.**

**Mr. Jenkins called for New Business.**

**Mr. Jenkins stated that with the resignation of Mr. Estep from the Board that election of an Assistant Secretary, Development committee, and Audit Committee members needed to be appointed.**

**Mr. Ruble nominated Mr. Layfield for Assistant Secretary. Mr. Rush seconded the nomination.**

**Hearing no other nominations, Mr. Jenkins closed the nominations.**

**Mr. Layfield was appointed as Assistant Secretary by a vote of 4-0-1. Mr. Layfield abstaining.**

**Mr. Jenkins appointed Mr. Hutton to the Development Committee.**

**Mr. Jenkins appointed Mr. Layfield to the Audit Committee.**

**Mr. Jenkins called for Board Members' comments.**

**Mr. Ruble commented that it was good to see everybody and welcomed Mr. Layfield to the Board. He also commented that at last month's meeting that he brought up the idea of expanding the fuel farm, he did not want the idea to get lost in the shuffle.**

**Mr. Rush commented that his interest remains with pursuing from the Board of Supervisors a partnership project within the context of what the Airport is trying to accomplish.**

**Mr. White commented that he feels that the Flying Club would benefit from building their own hangar, and he does not feel that the Community Hangar would be a good fit.**

**Mr. Layfield commented that he is looking forward to serving on the Board.**

**Mr. Ruble moved to adjourn. Mr. Rush seconded the motion. The motion carried unanimously. The meeting adjourned at 6:38 P.M.**



**Mr. Steven Layfield, Assistant Secretary**



**Mr. Ben Jenkins, Chairman**