

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Member's Present:**    **Jeff Johnson**  
                                 **Steven Layfield**  
                                 **Kent Hutton**  
                                 **Daniel Ruble**  
                                 **Dr. James Baker**

**Absent:**            **Ben Jenkins**  
                         **John White**

**Guest Present:**    **See Attachment**

**The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, August 11, 2025, at 5:33 P.M. in the "Dr. F. Ellison Conrad" Conference Room of the Terminal Building. Mr. Johnson, Acting 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.**

**Mr. Johnson called for Public Comments.**

**Mr. Dave Long with Basic Aero addressed the Board.**

**Mr. Chad King addressed the Board.**

**Mr. Johnson called for approval of the Minutes of the Regular Meeting July 14, 2025.**

**Mr. Layfield moved to approve the minutes of the Regular Meeting July 14, 2025. Mr. Hutton seconded the motion. The motion carried 5-0.**

**Mr. Johnson called for the Financial Report.**

**Mr. Johnson gave the Financial Report.**

**Mr. Johnson called for the Manager's Report.**

**Mr. Hines gave the Manager's Report.**

**Mr. Johnson called for the Operations Committee Report.**

**Mr. Johnson stated that the Operations Committee had not met.**

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

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

**Mr. Johnson called for Unfinished Business.**

**Mr. Hines stated that the Flying Club draft lease agreement was attachment #10 in the meeting packet for review and approval.**

Discussion ensued.

No action was taken in regards to the Flying Club draft lease agreement. Tabled until the next meeting.

Mr. Johnson called for New Business.

Mr. Hines stated that our attorney, Mr. Minor, passed away in July 2025 and that the Airport has a Letter of Engagement with the law firm Elliott, Lawson & Minor, P.C. Mr. Hines inquired about whether the Board wanted to continue with the Firm.

Discussion ensued.

Mr. Johnson stated that with the Letter of Engagement in place with the law firm he recommended staying with Elliott, Lawson & Minor, P.C., all Board members present were in agreement.

Mr. Johnson called for Board Members' comments.

Mr. Ruble thanked the staff for their hard work.

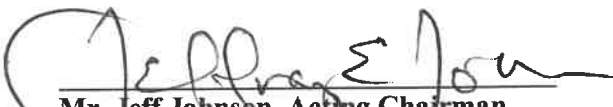
Mr. Hutton thanked the staff for the great job they do, day in and day out.

Mr. Layfield thanked the staff for everything they do daily.

Mr. Johnson echoed everyone's comments regarding the staff, he thanked them for what they do daily and asked Mr. Hines to continue his research regarding other revenue sources.

Mr. Hutton moved to adjourn. Mr. Ruble seconded the motion. The motion carried 5-0. The meeting adjourned at 6:39 P.M.

  
Mr. Kent Hutton, Secretary

  
Mr. Jeff Johnson, Acting Chairman

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