

WAYNESVILLE-ST ROBERT JOINT AIRPORT  
BOARD MEETING  
MINUTES  
March 28, 2023  
3:00pm

**Attendance:**

**Board:** Chairman George Lauritson, Vice-Chairman John Doyle, Anita Ivey, Clarence Liberty, Bill Taylor, Randy Becht

**Staff:** Miriam Jones, Mike Guy

**Guests:** Dave Robinson, Ryan Lorton, Erin Younkin, Bob Crane, Ralph Parker, Krista Parker, Don Payne, Dorsey Newcomb, Edgar Arnall, Erin Fritzler, Keith Pritchard, Walter Mattil, Matt Chaifetz

1. **Call to Order:** Chairman Lauritson called the meeting to order at 3:00pm
2. **Approval of Minutes:** Randy Becht made a motion to approve the meeting minutes from February 28, 2023. Motion was seconded by Clarence Liberty. The motion passed.
3. **Reports by Staff**
  - a. **Administration:**
    - i. **Budget-** The budget was provided to the Board. Mr. Doyle stated the budget was at roughly 25% for the year with revenues at 11% and expenses at 11%. Fuel sales tracking at 16%. Clarence Liberty made a motion to approve the budget. Randy Becht seconded the motion. Budget approved.
    - b. **Airport Operations Manager-** Mike Guy stated fuel sales are back on track. Operations are going well.
4. **New Business:**
  - i. **Contour Airlines Update-** Matt Chaifetz stated on time performance for Contour is mid 70's which is the industry average. Overall bookings are strong.
  - ii. **Burns & McDonnell Engineering Update**
    - a. **NEPA Re-Evaluation and Environmental Baseline Survey-** Engineers have responded to all comments from Fort Leonard Wood and FAA. Hope to wrap up as soon as possible.
    - b. **Airport Terminal-** Follow up meeting to be held April 13, 2023 at 1:00 p.m. at Waynesville City Hall.
    - c. **Approval from MoDOT to begin terminal design prior to lease-** Burns and McDonnell hope to have scope for design by next month.
  - iii. **State Aviation Trust Fund Application-** Application due April 14, 2023. This State Aviation Trust Fund is for the marketing grant. TBN will be applying for funds.
  - iv. **SOP Marketing Report-** Erin Younkin provided the marketing report. New website has been created for the WSRA. It was launched recently, so we'll be able to provide analytics and data for the site moving forward.

There was a need for a closed session. Randy Becht made a motion to go into closed session. Clarence Liberty seconded the motion. Board entered closed session at 3:32pm. Board returned to open session at 3:52 p.m.

With no further business, Chairman Lauritson adjourned the meeting at 3:52 p.m. Next meeting: Tuesday, April 25, 2023 at 3pm at Waynesville Municipal Center.