

WAYNESVILLE-ST ROBERT JOINT AIRPORT
BOARD MEETING
MINUTES
April 26, 2022
3:00pm

Attendance:

Board: Chairman Lauritson, John Doyle, Anita Ivey, Clarence Liberty

Staff: Miriam Jones, Mike Guy, Mark Parker

Guests: Sean Wilson, Erin Younkin, Ryan Lorton, Bob Crain, Carola Prewitt, Allen Moll, Dave Robinson, Carola Prewett, Kevin Downey, Ronald Williams, Doug Spitalny, Ted Christensen

Media: Darrell Maurina

1. **Call to Order:** Chairman Lauritson called the meeting to order at 3:00pm
2. **Approval of Minutes:** Clarence Liberty made a motion to approve the meeting minutes from March 22, 2022. Motion was seconded by John Doyle. The motion passed.
3. **Comments by Guests-** No comments.
4. **Reports by Staff**
 - a. **Administration:**
 - i. **Budget-** The budget was provided to the Board which reflects 33% of the year. Revenue is tracking at 36% and expenses tracking at 46%. Clarence Liberty made a motion to approve the budget. Anita Ivey seconded the motion. Motion approved.
 - ii. **Airport Operations Manager-** Mike Guy stated that fuel sales are still looking good. The fuel shut off system was received and should be installed no later than June.
5. **New Business:**
 - i. **SkyWest Airline Update-** No update from SkyWest. Mr. Doyle stated there have been emails from SkyWest discussing confidence and continuation of service until new carrier is selected.
 - ii. **EAS Bids due- May 11, 2022-** There are several airlines interested in bidding to include Southern Airlines, Cape Air and Contour. Contour is AEAS and has to wait and bid after EAS bids are received if they can compete with lowest bidder.
 - iii. **Burns & McDonnell Engineering Update**
 - a. **Terminal Area Master Plan-** Ryan Lorton stated there will be a TBN site visit at 11:00am on May 10 with Kyle LePage from MODOT Aviation. The monthly Terminal Area Master Plan meeting will also be held on May 10 at 2:00pm at the City of Waynesville.
 - iv. **SOP Marketing Report-** Erin Younkin provided the updated marketing report. Erin Younkin stated that marketing the airport has been challenging due to going in between providers. Normally would populate Instagram with images focused on destination of carrier however, SkyWest has asked not to do that while trying to find new carrier.
7. **Other Business-** Dave Robinson introduced Ronald Williams intern Pilot and Instructor. Dave Robinson discussed AAFES possibly setting up food trucks at the airport in the future.

With no further business, Chairman George Lauritson adjourned the meeting at 3:22pm.

Next meeting: Tuesday, May 24, 2022 at 3pm at Waynesville City Hall.