



Tri-County Airport Authority ("TCAA")

1983 Tri-County Airport Rd - Bonifay, FL 32425

Mail: PO Box 756, Bonifay, FL 32425

Emergency Executive Committee Meeting Minutes

July 22, 2021 - 3 PM

1. Call to Order- Jack Locke, Chairman (3:22 pm)
2. Establishment of Quorum: Executive Committee members Jack Locke, Roy Brooks, Tiffany Garling & Ross Statham. Also in attendance were Logan Chappell (Board Member) and Mark Wilson (Airport Manager).
3. Invocation - Ross Statham
4. We discussed the sudden an unexpected death of TCAA Treasurer James Town last Friday, July 16, 2021, and the desire of the Executive Committee for Board Member Logan Chappell to assume the role (hence the need for the calling of this Emergency Executive Committee Meeting). There was a lengthy discussion about the Treasurer's duties, methodologies, responsibilities, working with our bookkeeper, accountant and auditor, as well as producing reports and reporting to the board. After discussing at length with Board Member Chappell, Statham moved, and Brooks seconded, that Chappell be appointed to serve as the TCAA Board Treasurer effective immediately. Motion carried.
5. There was a follow on discussion about the duties and responsibilities of our accounting firm and audit firms as well as the need to begin preparations for our 2022 budget.
6. Meeting adjourned at 3:57 PM.

These minutes were compiled by the Secretary on behalf of the Executive Committee, and when subsequently approved by the Board of Directors and signed by the Secretary, shall constitute a true record to be included with the official legal records.

Ross E. Statham, Secretary