
Regular Board Meeting Minutes

January 14, 2025 - 5:00 PM - Airport Conference Room

In attendance were board members, participants and guests as listed on the attached attendance sheet.

1. **Call to Order:** Chairman Locke called meeting to order at 5:01 PM; a quorum was confirmed as per the attached sign-in sheet.
2. **Invocation:** Ross Statham
3. **Review of Agenda:** Approved as submitted.
4. **Consent Agenda** items were, as previously determined by procedure, approved as submitted:
 - a. Last month's regular meeting minutes
 - b. Treasurer's report – See attached report
 - c. Grant Activity Report – See attached report
5. **Audience wishing to speak:** None.
6. **Airport Manager Report (enclosed):** Routine discussions; see the enclosed report.
7. **AVCON Report (enclosed):** Routine discussions, see the enclosed report.
8. **Old Business:**
 - a. **Review 1Q 2025 P&L Reports:** Treasurer Tommy Leuenberger provided two reports (see attachments) for review by the board; a line-by-line spreadsheet showing details of income and expenses, as well as a report outlining our fuel profits. He noted that fuel sales are about $\frac{3}{4}$ of the airport's income, and that during the first quarter (October 1-December 31, 2024) we made a 23% gross margin on fuel sales. There was a brief discussion about fueling using our trucks and the size of our fuel tanks. No action needed by the board, information, and discussion only.
9. **New Business:**
 - a. **Fuel tank repainting:** Airport Manager Mark Wilson reported that in about three years we will need to repaint the exteriors of our fuel tanks; he will try to obtain three quotes for doing so and Calvin Palmer at AVCON will inquiry about obtaining future funding from FDOT for this project, which should fall within the appropriate timeline. No action required by the Board at this time.
 - b. **Airport Chamber Event:** Board Secretary Ross Statham reported that he met with the Holmes, Washington and Jackson County Chamber of Commerce Executive Directors over lunch last week to discuss and confirm a joint meeting of all members at the airport on April 24, 2025, at a time to be determined, tentatively 6 pm. He reported that this will be one of the airport's two "Community Outreach" events for 2025 as a part of our annual goals. No action required by the Board.

Adjourn: There being no other business, the meeting was adjourned at 5:20 PM.

These minutes were compiled by Ross Statham, Secretary, and when subsequently approved by the Board of Directors (the following meeting) and signed by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary