SANDUSKY COUNTY REGIONAL AIRPORT AUTHORITY - 1500 County Road 220, CLYDE, OH 43410

BOARD MEETING MINUTES - Original

Meeting: Board of Trustees **Location:** Sandusky Co. Regional Airport **16-May-24**

Trustees Present: Rich Farmer; Tom Kern, Vice President ; Kay Reiter, President; Paul Smith **Time: 3:30-4:45 p.m.**

Other Attendees: SC Commissioner Scott Miller; Rick Holland and Stephanie Garner, Holland CPA; Tyler Bicknell, CHA

SCRAA Staff: Michael Russell, Manager; Anne Gerner, Sec/Treas. **Not Present:**

AGENDA ITEMS:	BRIEF DESCRIPTION/ACTION STEPS:	PERSON RESPONSIBLE:	COST:	MOTION/VOTE:
Call meeting to Order & Roll Call	President K. Reiter called meeting to order - Roll call completed - see attendees listed above.	K. Reiter, President		
Recognition of Guests	Com. S. Miller; Rick Holland & Stephanie Garner, Holland CPA; Tyler Bicknell, CHA			
Resignation of Board Member	K. Reiter announced the regretful resignation of Tim Buit as Trustee (he called her 5-2-24). Per the By-Laws, the Board is required to approve his resignation, and SCRAA will need to send a letter sharing Buit's resignation to Theresa Garcia, County Administrator with the Commissioners' office, who will then follow their requirements. They will have 60 days once they receive our letter to appoint a new Trustee. K. Reiter had recently met with the Commissioners to outline the details.	K. Reiter, President		**Motion** to regretfully accept Tim Buit's resignation: **T. Kern; 2nd.:** R. Farmer; Roll call all yes; **motion carried.**
* Secretary's Report	Motion to accept and approve April 18, 2024 meeting minutes	K. Reiter, President		**Motion** to accept April's meeting minutes - R. Farmer; **2nd.**: P. Smith; **All approved.**
* Treasurer's Report	R. Holland, Holland CPA, reviewed the April financials, discussing credit card payments, real estate tax payable, Profit/Loss, etc. R. Holland also announcement 2023 year-to-date will be closed shortly. He also discussed working with Nikki Ross with Julian & Grube, the firm contracted for Opers & stated they were easy to work with.	M. Russell		**Motion** to accept April's financials as presented: financials as presented: R. Farmer; **2nd**: P. Smith; **All approved.**
Standing Committees				
Audit/Finance	M. Russell & R. Holland have answered pre-audit questions submitted by the Auditors. No date has been confirmed for the start of the Audit.	M. Russell;		
Long Range Planning	T. Kern distributed the minutes from the last Long Range Planning committee meeting held on April 25 - see attached. A discussion followed including the idea to move the two helicopters into one hangar. Tom stated both groups feel they are already paying enough rent and don't seem in favor of this option at this time. Tom stated he will continued to work with both groups. More discussion followed about which hangar to free up and what would the hangar be used for.	T. Kern		**Motion** to have K. Reiter & T. Kern meet with Terra to join hands to create a flight school at SCRAA - R. Farmer; **2nd:** P. Smith; Roll call all yes; **motion carried.**
Marketing	none	R. Farmer		
Regulatory Development	M. Russell & T. Bicknell attended a conference where State House legislature spoke on pushing to get General Aviation airports more funding and promote economic development.	P. Smith		

Airport Manager's Report / Land Management	See attached report > Fuel on hand as of April 1, 2024 ^ 100LL: 4,420 ^ Jet A: 5,038 > Fuel on hand as of April 30, 2024-based on meter readings ^ 100LL: 3,153 ^ Jet A: 3,497 Land Management - no changes	M. Russell		
Consultant's Report	See attached report			
Comments from Board Members	A discussion was led by T. Kerns on educational opportunies with the Airport. The Airport is in contact with Dr. Cory Stine from Terra. M. Russell also met with Michael Bankey, Education Services Specialist for the U.S. Army Recruit Battlion in Cleveland that works with Terra & Vanguard to promote educational programs.			
Comments from Public	None			
Executive Session	none requried			
Adjournment	Adjourned : 4:45 p.m.			

Submitted by: Anne Gerner