

## REGULAR MEETING OF THE BOARD OF DIRECTORS

The regular monthly meeting of the Barkley Regional Airport Authority Board of Directors was held on February 22, 2016 at 3:30 p.m. in the conference room located in the general aviation terminal at the Airport.

Those present were Directors Bray, Fox, Jones, Kleet, Matheny, Page, and Neihoff. Authority staff present were Richard Roof, Airport Manager, Carol Creason, Administrative, and Eddie Grant, Marketing Director. Ed Narozniak (Hertz) was also in attendance.

Chairman Page declared a quorum of Directors to be present, and called the meeting to order.

Next Chairman Page introduced Keith Jones as a new Board member who was appointed by Judge Executive Leeper.

On motion of Director Neihoff, seconded by Director Matheny, and unanimously carried, it was

RESOLVED that the minutes of the January 25, 2016 Airport Board meeting be approved.

Mr. Roof then reviewed the January statistical and financial statements including January's P&L, Y-T-D P&L, Balance Sheet, December Disbursements, A/R Summary, and staff credit card billings.

On motion of Director Matheny, seconded by Director Fox, and unanimously carried, it was

RESOLVED that the January, 2016 financial statements be

accepted.

Mr. Roof summarized the status of airport projects. The replacement snowplow had been placed into service and the new loader with plow was scheduled for delivery within the week. The surface water drainage and taxiway LED lighting projects have had their respective Safety Plans approved by FAA and pre-construction meetings with the contractors should occur in the last half of March.

Mr. Roof presented the FY2017 Airport Capital Improvement Plan (ACIP) for Board consideration. FAA requires an annual submittal of the ACIP, which covers five years. The proposed ACIP was substantially identical to the Authority's FY2016 plan and totaled \$34,895,000 in proposed airfield and landside projects.

On motion of Director Neihoff, seconded by Director Fox, and unanimously carried, it was

RESOLVED that the FY2017 ACIP be adopted.

Mr. Grant briefed the Board on further details of his plans to celebrate the airport's 75<sup>th</sup> anniversary as a public airport. Public events would be held each month between April and September of 2016. He also detailed the improvements for the Authority's new web site that is planned to go on-line shortly and will feature details of the airport's 75<sup>th</sup> anniversary celebration activities.

Director Neihoff suggested the Board should consider working with Paducah Economic Development on projects of mutual benefit.

Director Bray reported on the progress being made by the Marketing Committee on the power-point presentation to be made available to Board

members and other suitable parties

Committee member Kleet reported for the Finance & Audit Committee that the Committee met in February to review the preliminary FY2017 operations budget in order to provide the County and City governments with the amount of subsidy the airport would require; the Committee recommended that the governmental subsidies from the County and City be reduced by a total of \$75,000, the individual reductions being in proportion to their contributions. Mr. Roof advised that the Committee was working with the initial draft of the budget and that final numbers should be available for the Committee's review in May. The Committee also requested Mr. Roof to contact Kemper CPA and confirm their doing the Authority's FY2016 audit and to confirm the price. Mr. Roof also advised he would be meeting with Phillip Morgan of Bradshaw & Weil Insurance to review the Authority's risk management and insurance coverage as the Committee delegated this task to him as there have been no significant changes in the Authority's operations or assets.

On motion of Director Bray, seconded by Director Kleet, and unanimously carried, it was

RESOLVED that the Authority seeks to reduce City contributions by \$25,000 and County contributions by \$50,000 for FY2017 and that this intention be communicated to the City and County.

On motion of Director Kleet, seconded by Director Fox, and unanimously carried, it was

RESOLVED that Kemper CPA Group be engaged to accomplish the Authority's FY2016 audit and that Director Miller be authorized to execute an engagement letter with Kemper on behalf of the Board.

The Board deferred making committee assignments of Board members to the March meeting and deferred the annual Board orientation until the March meeting.

At 5:31 p.m., on Motion by Director Page, seconded by Director Kleet, and unanimously carried, it was

RESOLVED that the Board enter into executive session pursuant to K.R.S. 61.810(1)(f) for discussion that might lead to the appointment, discipline, or dismissal of an individual employee.

At 5:53 p.m., on Motion by Director Matheny and seconded by Director Kleet and unanimously carried, it was

RESOLVED that the Board exit executive session having delegated resolution of an employee problem to the Human Resources Committee.

At 5:54 p.m., on motion of Director Fox, seconded by Director Kleet, and unanimously carried, it was

RESOLVED there being no further business, the meeting be adjourned.

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MEETING CHAIRMAN

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SECRETARY