



**MINUTES  
KALAMZOO COUNTY AERONAUTICS  
BOARD OF TRUSTEES  
REGULAR MEETING**

**OCTOBER 10, 2013**

ITEM 1.                    Call to Order: Aeronautics Board Chair Gil Collver called the meeting to order at 10:38 a.m.

ITEM 2.                    Roll Call: Members in attendance – Gil Collver, Bill Duggan, Greg Hamelink, Mark Weiss and Jim Woodruff.

Staff Present: Dave Reid, Lisa Henthorn, Heather Nelson, Jay Waalkes, Lisa Bradshaw, Dina Sutton, and Thom Canny.

Also Present: None.

ITEM 3.                    Approval of the September 5, 2013 Board Meeting Minutes: There being no changes or corrections presented, the minutes were approved as published.

ITEM 4.                    Citizen Comments: Aeronautics Board Chair Collver went over the Citizen Comments process stating that any citizen present at the board meetings can address the board on a non-agenda item. They should address the board at the podium and state their name and their address and limit their remarks to four minutes. If someone would like to address an item that is on the consent agenda, they may request that the item be removed from the agenda. No comments were presented.

There were no citizen comments.

ITEM 5.                    Monthly Financial Report: Director of Finance and Administrative Services Lisa Henthorn provided a monthly financial report. She reviewed the Statement of Revenue and Expenditures through August 31, 2013. She stated the Budget & Finance Committee met prior to the Board meeting and would continue to meet and discuss the 2014 budget, which would be presented to the Board in November.

Discussion ensued.

ITEM 6.                    For Consideration:

**AIRPORT CONSENT AGENDA ITEMS** – None were presented.

**AIRPORT NON-CONSENT AGENDA ITEMS** – None were presented.

**AERONAUTICS BOARD AGENDA ITEMS** – None were presented.

ITEM 7. Unfinished Business: There was no unfinished business presented.

ITEM 8. New Business: Chair Collver indicated he would like to form task force to look at recent events with the personnel issue, particularly as to how the Aeronautic Board works with County Administration. He would also like to discuss the role of the Aeronautics Board and its Authority. He suggested the Chair, Vice Chair, one Board member; County Liaison Buskirk and a member from County Administration serve on this task force. The Board concurred.

Discussion ensued on the process of hiring a new Airport Director, length of time, etc.

ITEM 9. Airport Director's Report: Acting Director Mr. David Reid thanked the staff for their hard work and patience during this transition. He thanked Member Weiss for serving on the Budget and Finance Committee. He reviewed the Market Share Report as distributed. He stated the engineering contract was up for renewals and RFQ's had gone out. He also stated the Federal Government shutdown had not affected the day to day operations of the Airport. He stated the Air Zoo hosted a Balloon Fest recently which was very successful and hoped the Airport could participate more next year.

Member Hamelink inquired about the Duncan project and Mr. Reid indicated Duncan had started on their portion of the project and demolition would soon begin on the gate and ramp.

ITEM 10. Member's Time: No Members spoke.

ITEM 11. Executive Session: There was no executive session.

ITEM 12. Adjournment: 10:59 a.m.