

Minutes of the Fairhope Airport Authority

September 15, 2015

The Fairhope Airport Authority met September 15, 2015 at 4:30PM in the Delchamps Suite, Room 1, in the Civic Center at 161 N Section St.

Present: Joe McEnerney, Chairman; other members present: Pam Caudill, Tom Scheck, and Vince Boothe. Absent were Ray Hix and Jack Burrell. Cynthia A Boothe took the minutes.

The minutes of the August 18, 2015 meeting were considered and approved on a motion by Vince Boothe, second by Pam Caudill and unanimously carried.

Update on the Aviation Academy: Tom Scheck stated that the Academy has good enrollment numbers and provided a document showing the enrollment numbers for each class. He also stated that he will be getting more involved with the Academy to help make sure the classes are being provided with the curriculum needed for the students. Joe McEnerney also gave a brief history of how and why the Academy was built for the benefit of the new members and audience.

Update on National Association of State Aviation Official Conference: Pam Caudill stated that she had spoken with Dr. John Egerton (Director of Alabama Aeronautics Bureau) and that he had recommended that the 2017 conference be held in Fairhope at the Marriott Grand Hotel. Pam also stated that there would be approximately 350 participants and their spouses that would be attending and that the announcement of the 2017 site would be made in the next few weeks.

Update on Airport Authority document storage: Joe McEnerney stated that he had received all the documents needing storage from Charles Zunk and that the two filing cabinets and the flat map cabinet that were purchased should be delivered within the next two weeks.

Update regarding RFP for ground lease for commercial hangar on Plat 2:

Joe McEnerney went over the terms involved in the ground lease and the process involved for awarding the lease. After a group question and answer discussion a motion was made by Pam Caudill and a second by Vince Boothe to send out the RFP for the ground lease for bids on September 21, 2015. The bids must be submitted by October 13, 2015 and the lease will be awarded at the Authority November meeting (November 17, 2015). After further discussion the motion was passed unanimously.

Treasurer's report: Joe McEnerney went over the process of getting approval for miscellaneous expenses and stated that he is working on putting together a budget with Jill Cabiness, the finance director for the City of Fairhope, which he will go over at the training session on October 5, 2015. He also stated that the financials are in good shape and that the Authority has almost \$600,000.00 in the bank.

After the agenda items were covered Pam Caudill stated that there will be a training session at the Aviation Academy on October 5, 2015 from 9:00AM to 5:00PM with Dr. Egerton and his staff coming to conduct the training. Kevin Morgan from the FAA office in Jackson will also participate in the training. She then went over the agenda for the day.

There being no further business the meeting was adjourned at 5:25PM.