

**PROCEEDINGS OF A
MAYFIELD TOWNSHIP AIRPORT BOARD MEETING
HELD FEBRUARY 10TH, 2014**

The regular meeting of the Mayfield Township Airport Board was called to order at 3:35 p.m. by Chairman Frank Thorman at the Mayfield Township Hall.

Members Present: Frank Thorman, Terry Jostock, Pat Cronin, Bob Zimmerman, Doug Skylis and Chad Perkins

Members Absent: Lee Pierce

Others Present: Ron Keil and Dianna Ireland

APPROVAL OF NOVEMBER 4TH, 2013 REGULAR AND THE DECEMBER 9TH, 2013 SPECIAL MEETING MINUTES:

Motion by Skylis, seconded by Perkins, **Passed**, to approve the minutes of the November 4th, 2013 regular and the December 9th Special meetings. All Ayes. **Motion carried.**

BUSINESS FROM FLOOR:

None presented

AIRPORT MANAGER'S REPORT:

Airport Managers Report:

See attached report.

Upcoming Events:

See attached report.

GROUNDS REPAIR & MAINTENANCE COMMITTEE REPORT:

None presented

FINANCIAL REPORT: .

Frank Thorman presented November and December financial reports and the bills for consideration.

It was discovered in the bills that a \$15,000.00 principal payment was made on (1) of the Hangar Loans in December. Lengthy Discussion was held and the board felt that it was an unauthorized payment and questioned why it had happened. Terry Jostock reported that the payment was made for the end of year of which the \$15,000.00 was budgeted. The board felt that they had been told they had to have items budgeted if they wanted to spend that amount in a fiscal year and so they did with the thought that they would have control over whether or not a line item is used. Consensus was that they may not of spent the whole amount this year as it is not close enough to the end of the fiscal year to see if it was financially warranted.

Bob Zimmerman passed out a (4) option loan payment evaluation that he planned for discussion at this meeting to decide how they may want to proceed in the future of this fiscal year, now of which is mute point.

Consensus was to have Pat Cronin contact Independent Bank and see if they would split the payment between the two loans which would be more beneficial.

Discussion held on the financial statements and possible budget amendments.

Motion by Cronin, seconded by Skylis, **Passed**, to accept the financial statements and the bills as presented. All Ayes. **Motion carried.**

OLD BUSINESS:

Leased Building Footprint (land lease for construction of a permanent building, application form and leasing guide):

Frank Thorman reported that he is still waiting for the attorney to give an overview of the drafts.

NEW BUSINESS:

Election of Officers:

Discussion held and all officers would remain the same except for the Vice Chair position. Terry Jostock nominated Doug Skylis for the Vice Chair position. Discussion held.

Motion by Cronin, seconded by Perkins, **Passed**, to appoint slate of officers, Frank Thorman-Chair, Doug Skylis-Vice Chair and Terry Jostock-Secretary. All Ayes. **Motion carried.**

Architects Review of the Terminal Building Roof and revised 10 Year Plan:

Frank Thorman gave update on the roof reconstruction and plans to add it into the 10 year plan. The project could cost up to \$120,000.00 and if added to the 10 year plan the entitlement dollars would cover the project and we would only have to pay the 5% local share.

OTHER BUSINESS:

Bob Zimmerman handed out the "Cash Flow Analysis" he had compiled from the Audit Reports he retrieved on line.

Pat Cronin suggested to ask the township board to allow 9 months of Airport Board meetings, skipping June and August and reasoning behind skipping those dates.

Pat Cronin also suggested to ask the township board to change the meeting days to another day and/or time to help implement receiving financial reports prior to the meetings.

Discussion held on why they have not received a financial report since October. Even if they do not have a meeting every month, they have asked to have the financials sent to them anyway. Receiving the financials today at the meeting is not enough time to review. Also discussion held on the importance of having a monthly meeting. Example being not finding out about the \$15,000.00 payment for (2) months and keeping track of prior agenda items.

Pat Cronin started to make a motion to have the meetings for 9 months but realized it would be too complicated with having to post many special meetings.

It was the consensus to have Ms. Ireland ask board members how they feel about changing the meeting day/time of the month and changing to 9 months of meetings per year.

Pat Cronin also report the fact that after being given \$125,000.00 in seed money in 1996 to get the Township's funding started to run the airport and we still have \$136,000.00 in the Rainbow fund, that it is pretty good for almost (20) years to be as financially sound as we are.

Discussion held on a March meeting. Consensus was to Schedule special meeting to start the budget on March 17th, 2014 @ 8:00am.

ADJOURNMENT:

Meeting adjourned at 5:12p.m.

Terry Jostock, Secretary
Mayfield Township Airport Board

Date Approved

Dianna Ireland
Recording Secretary