

WAYNESVILLE-ST ROBERT JOINT AIRPORT  
BOARD MEETING  
MINUTES  
May 24, 2022  
3:00pm

**Attendance:**

**Board:** Chairman Lauritson, John Doyle, Anita Ivey, Clarence Liberty, John Moore

**Staff:** Miriam Jones, Mike Guy

**Guests:** Sean Wilson, Amanda Koren, Ralph Parker, Erin Younkin, Ryan Lorton, Bob Crain, Allen Moll, Dave Robinson, Carola Prewett, Randy Becht, Daniel Belmont, Matt Chaifetz, Renea Lazzarini, Keith Pritchard, Dorsey Newcomb, Mike Mooney

**Media:** Darrell Maurina

1. **Call to Order:** John Doyle called the meeting to order at 3:00pm
2. **Approval of Minutes:** Clarence Liberty made a motion to approve the meeting minutes from April 26, 2022. Motion was seconded by George Lauritson. The motion passed.
3. **Comments by Guests-** No comments.
4. **Reports by Staff**
  - a. **Administration:**
    - i. **Budget-** The budget was provided to the Board which reflects 42% of the year. Revenue is tracking at 45% and expenses tracking at 49%. Clarence Liberty made a motion to approve the budget. George Lauritson seconded the motion. Motion approved.
    - ii. **Airport Operations Manager-** Mike Guy stated that fuel sales are down this month. This is an impact from fuel prices going up. There was a lightning strike that took out a few items. Insurance provider has been contacted and should provide coverage for the items.
5. **New Business:**
  - i. **SkyWest Airline Update-** Daniel Belmont stated that on June 3 he will provide an update on availability to rescind notice. Ultimately SkyWest goal would be to throw hat back into provide service. Requesting Community sign waiver to allow SkyWest to reduce flights once daily due to staffing and pilot challenges. Effective July 12 would like to reduce flights to end of year and the start of 2023 if waiver signed. Hoping cities can hold off on decision until after June 3 to fully take everything into consideration.
  - ii. **Burns & McDonnell Engineering Update**
    - a. **Terminal Area Master Plan-** Next follow up meeting will be June 8, 2022 at 2:00pm at Waynesville City Hall. Meeting minutes from the previous two meetings was provided. Ryan Lorton stated metes and bounds survey for new lease area was completed. Moving forward with scope of work and fee, received approval from FAA. Next meeting hope to have Environmental person on site and have a NEPA kick off meeting.
  - iii. **SOP Marketing Report-** Erin Younkin provided the updated marketing report. Our optimization score dropped by 61.5%. Google recommends updating our headlines and updating our ad. That work has been done for the next month of ads. Keywords have also been adjusted in hopes of improving the optimization score for next month.

There was a need for a closed session. Clarence Liberty made a motion to go into closed session. Randy Becht seconded the motion. Board entered closed session at 3:18pm. Board returned to open session at 4:22pm. With no further business, Chairman George Lauritson adjourned the meeting at 4:22pm. Next meeting: Tuesday, June 28, 2022 at 3pm at Saint Robert City Hall.