

**MINUTES OF THE ANNUAL MEETING OF THE BOARD OF
DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MARCH 17, 2010
M. J. KENNEDY AIR TERMINAL CONFERENCE ROOM**

Call to Order

The meeting was called to order at 8:00 A.M. by Chairman Miller.

Attendance

Attendance was taken. Chairman Miller, Directors Thompson, Hardman, Hassler and Vancil were present. Also present were Executive Director Tim Rogers; Manager of Operations Gunner Wiles; Manager of Facilities and Construction Kenny Bieker; Manager of Public Affairs and Communications Melissa McCoy; Executive Assistant Kasey Windhorst; Administrative Assistant Gretchen Engstrom and Board Attorney Greg Bengtson. Dennis Lauver, Salina Area Chamber of Commerce; Samantha Angell, City Commissioner; Jerry Fowler, Saline County Commissioner; Former SAA Board Member Bill Horton; Betsy Wearing, Greater Salina Community Foundation; and Tim Unruh, Salina Journal were guests.

Additions to the Agenda

Chairman Miller asked if there were additions to the Agenda. Executive Director Rogers stated that there were no additions to the agenda.

Oath of Office

Chairman Miller announced that Director Jeff Thompson has been reappointed by the City of Salina City Commission to serve an additional three-year term for the Salina Airport Authority Board of Directors. Director Thompson signed the Acceptance of Appointment and Oath of Office.

Minutes

Chairman Miller asked if the Board members had any additions or corrections to the minutes of the February 17, 2010 regular Board meeting. Director Hassler moved, seconded by Director Vancil, to approve the minutes of the February 17th regular meeting. Motion passed unanimously.

Airport Activity and Financial Reports

Executive Director Rogers reported a 35% decrease in air traffic during February 2010 as compared to February 2009 due to severe winter weather. As a result, fuel flowage also dropped 27% from 174,668 gallons of fuel sold as compared to February 2009 total of 239,649 gallons. The SAA allocated \$3,300 in advertising expenses to each FBO for marketing "America's Fuel Stop". Rogers reported that SeaPort Airlines will begin service at SLN on Monday, April 19th. Plans are being developed for even better frequency of flights and more destinations. Great Lakes Airlines will terminate air service on Sunday, April 18, 2010.

Rogers reviewed the financial statements for the month ending February 28, 2010. Total assets are up 14% or 6.2 million while total liabilities are up 19% or 3.6 million, as compared to the same period last year. Operating income arrived at 18% of the total annual budget with operating expenses at 17% (budget goals of 17%). Rogers highlighted several significant capital expenditures during the month of February. Rogers reported that \$603,354 was for the first of the 2010 semi-annual debt interest payments on our outstanding long-term debt. Chairman Miller directed staff to file the financial statements for audit.

Building Salvage and Demolition

Executive Director Rogers briefed the board on the buildings located in the north ramp redevelopment area that are scheduled for salvage and demolition. Buildings 809, 814, and 816 must be removed for City of Salina utility line improvements and future MRO hangar construction. Bids were received from three local firms. The low bid was received by T & R Dirt Construction in the amount of \$43,197. All three buildings will be removed in compliance with state and local requirements.

Director Hardman moved to approve the low bid submitted by T & R Dirt Construction in the amount of \$43,197 to salvage and demo buildings #809, #814, and #816. Seconded by Director Vancil, motion passed unanimously.

Wings Over Salina Air Museum Fund

Executive Director Rogers reviewed and discussed two agreements with the Greater Salina Community Foundation to provide the means to raise funds for the construction and operation of an air museum. The Wings Over Salina Air Museum will celebrate Salina and Saline County civil and military aviation history.

The Provisional Fund Memorandum is the agreement that sets up a fund to receive contributions for museum and monument construction. This fund can be established with a minimum contribution by the Airport Authority of \$500.00

The Designated Fund Memorandum agreement establishes the fund that will hold endowment contributions for the operations of the Wings Over Salina Air Museum. The operation expense categories include maintenance, utilities, salaries and programs. This endowment fund requires a minimum \$10,000 contribution by the Airport Authority.

Rogers commented on the items already donated to the Salina Airport Authority and the Wings Over Salina Air Museum. A sampling of memorabilia donated will be displayed temporarily in the south lobby of the terminal building.

Director Vancil moved to approve the agreement with the Greater Salina Community Foundation to establish the Wings Over Salina Air Museum Provisional Fund to support the establishment and growth of the Wings Over Salina Air Museum. Seconded by Director Hassler. Motion passed unanimously.

Director Thompson moved to approve the agreement with the Greater Salina Community Foundation to establish the Wings Over Salina Air Museum Designated Fund to support the establishment and growth of the Wings Over Salina Air Museum. Seconded by Director Hardman. Motion passed unanimously.

T-Hangar Lease Administrative Action

Rogers updated the board on the administrative review of all 54 current t-hangar lease agreements. Reviews were conducted to verify lease compliance and presence of airworthy and activity aircraft. The SAA objective is to make sure all T-Hangar space is being used by tenants who are active on the airfield and as a result buy fuel and other services. Rogers commented on the annual t-hangar information request forms being prepared and will offer incentives to those who comply and return the form in a prompt manner.

ARFF Station Design

Executive Director Rogers discussed the final draft of the agreement with BWR Corporation for the new Airport Rescue and Firefighting (ARFF) station design. Total design cost will be \$352,000 with the FAA funding 95% of the design fee. The SAA's local share will be \$17,600.

Rogers commented on paragraph 4.17 – Site Development noting the review of three potential sites for a new airport fire station. Pros and Cons of each potential site will be compiled and presented to the board at a later date. Director Vancil inquired on the building structure. Rogers noted it would be a metal building with exterior finished similar to the recent construction of Flower Aviation.

Election of SAA Board Officers

Chairman Miller reviewed a proposed slate of SAA Board Officers for 2010 – 2011. Director Hassler moved, seconded by Director Vancil, to elect the following slate of offices for 2010 – 2011:

Chairman	Jeffrey R. Thompson
Vice-Chairman	Troy Vancil
Secretary	Dr. Randy Hassler
Treasurer	Eric R. Hardman
Past Chairman	Julie Sager Miller

Motion carried unanimously.

Staff Reports

Manager of Facilities and Construction Bieker updated the board on the condition of the boiler and HVAC system located at the Terminal building. Bieker reported that request for proposals will be submitted for significant HVAC improvements. Director Vancil inquired on the estimated cost of the project. Bieker noted the SAA allocated \$120,000 for HVAC system improvements for 2010. Bids will be received and presented to the Board at the next April board meeting.

Manager of Operations Wiles briefed the board on the ongoing military operations at SLN.

Manager of Public Affairs and Communications McCoy reported on several significant upcoming events, visits and an Open House celebrating the Canadian Forces 425th Tactical Fighting Squadron.

On the behalf of the SAA Board of Directors and Staff, Director Thompson presented a framed photo arrangement to outgoing Chairman Miller for her services as Chairman of the Board, 2009 - 2010.

Upon a motion duly made, the meeting adjourned at 8:53 A.M.

Minutes approved at the April 21, 2010 Board meeting.

Secretary

(SEAL)