

October 17, 2012

**Elizabeth City Pasquotank County
Airport Authority Work Session Minutes**

Directors

Vice-Chairman Don Parks

Lloyd Griffin

Orestes Gooden

Exofficio

Rich Olson, Rodney Bunch, Mark Driver

Staff

Scott Hinton, Lindsay Lewis

Visitors

Joe Mihelic, Anthony Sharp, Wayne Harris, Dwayne Morrison, Joe Gural

Call to Order

Member attendance being less than a quorum, the meeting was shifted to a work session. Vice-Chairman Parks called the work session meeting to order at 6:00pm.

Approval of the Minutes

The September and October 2012 meeting minutes will need to be approved at November 2012 meeting when a quorum is present.

Financial Report

Mr. Hinton reviewed the financial report with the board and attendees.

The October 2012 financial report will need to be approved at the November 2012 meeting when a quorum is present.

Parking Lot

Mr. Hinton reports that the repairs for the parking lot are complete and are awaiting the last billing invoice.

ECSU

Mr. Hinton states that Chairman Miller, Mike Cox, and he met with Mr. Gaines and Ms. Brown to negotiate and discuss the language on the lease and were informed that the State is the one who executes the lease and will not budge on the no harm clause. Mr. Cox is going to research the liability issue further and provide a report to the board;

there has been minimal progress for the t-hangar lease. Mr. Hinton states as far as the training room lease, the liability clause isn't as much a concern since it is one building under one roof. That lease is in works to process and has had substantial progress.

First In Flight Festival

Mr. Hinton states the flyers for the event went out Monday and the planes are expected to be here on Friday. The reception invitations also have been sent and the event will be held October 27th from 9am to 4pm.

Managers Report

Contract Fuel: Mr. Hinton reports he spoke with DLA energy and our letter is at the contract officer's desk. Mr. Hinton was informed that they do not believe they will change the standards and accept Elizabeth City Airport for contract fueling but that decision is made at a higher office. Mr. Hinton states as soon as he receives the official response he will have the board's approval to take this to Congressman Butterfield.

NIFA – Mr. Hinton reports the convention went great with 16planes and 100kids. Mr. Sharp also thanks everyone involved on behalf of the University for their support including Telephonics for usage of their hangar.

The work session adjourned at 6:20pm.

Submitted by recording secretary Lindsay Lewis.