



**FAYETTEVILLE REGIONAL AIRPORT  
AIRPORT COMMISSION MEETING  
FIRST FLOOR CONFERENCE ROOM  
Tuesday, January 26, 2016  
2:00 P.M.**

**ATTENDANCE**

Mr. Donald Warren, Ms. Katherine Marable, Mr. John Lewis, Mr. Naynesh Mehta, Mr. Gene Vance, Mr. Floyd Shorter

**ABSENT**

Mr. Jay Wyatt, Mrs. Liza Hondros, Mr. Russ Rogerson, Mr. John Meroski

**OTHERS**

Mr. Brad Whited, Airport Director  
Ms. Patricia Campbell, Sr. Administrative Assistant

Chairperson Warren called the meeting to order at 2:00 P.M.

**ITEM 1: Consider approval of the agenda**

Chairman Warren asked for a motion to approve the agenda.

Mr. Vance made a motion to approve the agenda.

Mr. Mehta seconded the motion.

**ACTION:** The motion was carried unanimously.

**ITEM 2: Consider Approval of the Minutes of the Meeting held Tuesday, December 29, 2015**

Chairperson Warren asked for a motion to approve the minutes.

Mr. Mehta made a motion to approve the minutes.

Mr. Lewis seconded the motion.

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**ACTION:** The motion was carried unanimously.

**ITEM 3: Introduce the Employee of the Quarter**

Mr. Whited introduced Ms. Pat Wilson. Ms. Wilson is one of our custodians and had been voted by her peers as our Employee of the Quarter. The Commission Members extended their congratulations.

**ITEM 4: Management Notes**

**Enplanements.** Total enplanements for all carriers as of December 2015 were 18,459. This indicates a 4.7% decrease compared to December of last year and a 3.9 % decrease year to date.

USO visitor count for the month of December 2015 is 2,836. Total year to date is 33,180.

We have 2 slots for Commission Members to attend the NCAA Conference in Wilmington April 17 thru the 19<sup>th</sup>; please see Ms. Campbell after the meeting if you are interested in attending so she can make arrangements.

The Terminal Design Team will brief the Commission at the February meeting. This is the 100% schematic design.

Chairperson Warren represented the Airport Commission well at last night's City Council Meeting. He presented the Annual Report to City Council. Mr. Vance attended to support Chairman Warren. A copy of the report was passed out to Commission Members.

Mr. Toney Coleman has a new title; he is now the Deputy Airport Director. He just returned from Hawaii from the Airport Issues Conference.

The next Tenant Managers Meeting will be Wednesday, February 3, 2016 at 8:30 A.M. in P. Inc. Please feel free to join us.

**ITEM 5: Commission Members Concerns**

Ms. Marable asked if a Commission Member was in the hospital during a Commission meeting, would that be an excused absence. Mr. Whited said he has never had that happen and would explain the situation to the Appointment Committee. It is up to the Appointment Committee at that point. Ms. Marable stated that she was at the Dayton, Ohio USO and said it was very small.

Mr. Vance had no concerns.

Mr. Lewis had no concerns.

Mr. Mehta asked about marketing the airport. Mr. Whited stated that in the next fiscal year, the airport is looking at hiring a Marketing person to take over advertising for the airport.

Mr. Shorter had no concerns.

Ms. Campbell extended congratulation to Mr. Whited for reaching his 20 years with the City of Fayetteville.

**ITEM 6: The next meeting of the Airport Commission is Tuesday, February 23, 2016 at 2:00 P.M. in the First Floor Conference Room**

Chairperson Warren asked for a motion to adjourn the meeting.

Ms. Marable made a motion to adjourn the meeting.

Mr. Vance seconded the motion.

**ACTION:** The meeting was adjourned.

*for Patricia Campbell*  
Katherine Marable, Secretary  
Transcribed: PAC 02/08/16