

Airport Advisory Meeting

MINUTES

4/10/2018

3:00 PM

AIRPORT CONFERENCE ROOM

MEETING CALLED BY	Scott Wardwell
TYPE OF MEETING	Monthly
CHAIRPERSON	Charles Namur
NOTE TAKER	Scott Wardwell
ATTENDEES	Paul Underwood, Jr Lamb, Nate Grass, James Quinn, Larry Clark, Martin Puckett, Tom Powers,

Ryan Pelletier and Wagn News reporter.

10:00

APPROVE MEETING MINUTES

SCOTT

DISCUSSION	October and January meeting minutes were approved unanimously.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

10:00

NOMINATED AND APPROVED BOARD OFFICERS

DISCUSSION	The current slate of officers were nominated and approved. The vote was unanimous.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

10:00

REVIEW ANNUAL ENPLANEMENTS

SCOTT

DISCUSSION	Scott indicated that the boardings are stable compared to last year.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

10:00

DISCUSS UNITED AND PEN AIR TRANSITION

SCOTT

DISCUSSION	Scott indicated that United had already visited. The plans for the terminal included a move of the TSA checked baggage from its current location adjacent to the ticket counter to the airline supply room. Scott also informed the board that United is suggesting the addition of several pieces of equipment that will present a modern and professional look to the customer. These upgrades include a check-in Kiosk, gate podium with boarding pass scanner, boarding pass scanner at the TSA checkpoint. TSA precheck is not anticipated at this time.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

5:00

ECONOMIC DEVELOPMENT

DISCUSSION	Robert Clark did not attend. Tom Powers indicated that there were no new developments.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

2:00

AIRPORT CURRENT EVENTS

SCOTT

DISCUSSION	Scott did not have any current evens to report.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Get leg boards	Scott	9/1/2017	