

**SPECIAL MEETING
OF THE
BOARD OF DIRECTORS
OF THE
MISSISSIPPI AIRPORTS ASSOCIATION**

FEBRUARY 1, 2022

BE IT REMEMBERED, that the Board of Directors (the “Board”) of the Mississippi Airports Association (the “Association”) convened a special meeting (the “Meeting”) of the Board at 11:30 a.m. on February 1, 2022, at the offices of Michael Baker International, Inc., 310 New Pointe Drive, Ridgeland, Mississippi 39157 in accordance with Section 6.4.3 of the Bylaws of the Association.

1. ROLL CALL AND DECLARATION OF QUORUM.

President Snapp called the Meeting to order at 11:40 a.m. and called the roll of Directors. The following Directors participated in the Meeting:

Carol Snapp, President, Jackson County Airport Authority (via videoconference)
Tom Heanue, Vice President, Hattiesburg-Laurel Regional Airport
Mike Forster, Treasurer, Louisville-Winston County Airport (via videoconference)
Wes Kirkpatrick, Secretary, Monroe County Airport
Matt Dowell, Assistant Treasurer, Golden Triangle Regional Airport Authority
Tommy Booth, Michael Baker International, Inc.
Elton Jay, Retired
Matt Owens, Laurel Airport Authority
Tom Williams, Meridian Airport Authority
Sam Washington, Mid-Delta Regional Airport
Chance Watson, Stennis International Airport (via videoconference)

The following additional persons participated in the Meeting:

Rans Black, Federal Aviation Administration (via videoconference)
Josh Stubbs, Mississippi Department of Transportation, Aeronautics Division
Kathy Kenne, Tellōs Marketing, LLC
Kirsten Shaw, Tellōs Marketing, LLC
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz, PC, General Counsel

President Snapp noted that a quorum was present and declared that the Meeting was competent to proceed with the business identified on the Agenda attached to these Minutes as Attachment 1.

2. APPROVAL OF NOVEMBER 11, 2021 ANNUAL BOARD MEETING MINUTES.

After discussion, upon motion duly made by Mr. Forster and seconded by Mr. Heanue, the Board unanimously approved the Minutes of the Annual Meeting of the Board held on November 11, 2021. President Snapp directed that the Minutes be filed in the Minute Book of the Association.

3. PRESIDENT'S REPORT.

President Snapp welcomed everyone to the meeting and stated that her primary goal as President of the Association would be to continue to grow the Association. President Snapp then asked Rans Black of the Federal Aviation Administration (FAA) to advise the Board on how infrastructure funds could be used by airports in the state.

Mr. Black advised the Board that under the Infrastructure Investment and Jobs Act (generally referred to as the Bipartisan Infrastructure Law), airports in the state would receive grants each year for five years with the amount to be received annually by each airport shown on the FAA's website. Mr. Black further advised the Board that more projects would be eligible under the Bipartisan Infrastructure Law than under the Airport Improvement Program (AIP). Generally, any project eligible under the Passenger Facility Charge program would qualify. Mr. Black further indicated that the FAA would look at other proposed uses upon request by an airport. Mr. Black also noted that in addition to the funds that all airports would receive, the FAA would solicit applications for two competitive programs – Terminal Development and Contract Tower. These programs are still being finalized.

4. TREASURER'S REPORT.

Mr. Forster then reviewed the Financial Report attached to these minutes as Attachment 2 with the Board. Mr. Forster noted that the Associations showed a loss for the most recent quarter due to no membership dues payments having been received during the quarter, but that the Association is in good financial condition with adequate cash for expected expenses, mainly due to the success of the Annual Conference. Mr. Forster further noted that the Association is working towards a position where all operating expenses are paid through membership dues with the Annual Conference paying for itself and providing the Association a profit to use toward the Association's initiatives.

Following discussion, Mr. Washington moved, and Mr. Jay seconded, that the Board accept the Financial Report as submitted. There being no further discussion on the matter, President Snapp called for a vote on the matter with all Directors present voting in the affirmative.

5. EXECUTIVE DIRECTOR'S REPORT.

Ms. Kenne advised the Board that Matt Dowell, as Assistant Treasurer, had been added as an authorized signatory on the Association's accounts which should help prevent payments from being delayed due to lack of availability of a check signer.

Ms. Kenne then noted to the Board that the Association's website and logo had not been updated in some time, and that an updated website and logo would improve the Association's image which could help improve membership. Ms. Kenne indicated that if the Association wanted to use Tellōs Marketing, LLC for these items, Tellōs could develop a new logo for \$500 and update the website for \$2,500, but that she would be happy to get quotes from a third party if the Board would prefer to go that route.

Following discussion, Mr. Heanue moved, and Mr. Kirkpatrick seconded, that the Association be authorized to secure the services of Tellōs to help design a new logo for the Association and

update the Association's website. There being no further discussion on the matter, President Snapp called for a vote on the matter with all Directors voting in the affirmative.

Finally, Ms. Kenne noted the deadline for submissions for the next edition of the *Mississippi Flyer* would be March 3, 2022.

6. COMMITTEE REPORTS.

A. 2022 Annual Conference and Meeting.

Ms. Kenne advised the Board that the Annual Conference is scheduled for September 7-9, 2022 in Starkville. The 2022 Conference Committee (Tommy Booth, Matt Owens and Sam Washington) is working with Rodney Lincoln and Ms. Kenne on the program and events.

B. 2023 Annual Conference and Meeting.

Ms. Kenne advised the Board that she and Mr. Tom Williams had been in discussions about Meridian hosting the 2023 Annual Conference.

7. OLD BUSINESS.

There was no Old Business for the Board to consider.

8. NEW BUSINESS.

A. Aviation Month.

Mr. Heanue reminded the Board that May is Aviation Month in Mississippi and, with the move of the Annual Conference to the fall each year, suggested that the Board consider some way to celebrate Aviation Month. Mr. Heanue noted that would also be an excellent opportunity to highlight the contributions of airports and aviation to the state and the state's economy.

9. OTHER MATTERS.

A. Legislative Update.

Mr. Wagner advised the Board that the Legislature had been in session for just under a month with only a few items of general interest to airports in the state. Mr. Wagner noted the following that he thought had a good chance of passing:

- HB 974 would allow airport authorities to pay the costs of health insurance for dependents of employees as an employment benefit.
- SB 2371 would increase the threshold for requiring advertisement for bids on procurements from \$50,000 to \$75,000. This bill would also exempt "term purchases" from reverse auction requirements.

- SB 2620 would allow a public body to recover its attorney's fees for duplicative (abusive) requests under the Public Records Act.
- SB 2806 would prohibit the use of reverse auctions in procurements of services for repairing or remodeling public facilities.

B. Airport Updates.

President Snapp asked each Director to provide an update on activities at his or her airport.

10. ADJOURNMENT.

There being no further business to come before the Meeting, upon motion duly made, seconded, and unanimously adopted, the Meeting adjourned at 12:55 p.m.

Respectfully submitted,

Thomas Heanue, President
Mississippi Airports Association

ATTACHMENT 1

AGENDA

**MISSISSIPPI AIRPORTS ASSOCIATION
SPECIAL MEETING OF BOARD OF DIRECTORS
11:30 A.M., TUESDAY, FEBRUARY 1, 2022
MICHAEL BAKER INTERNATIONAL
310 NEW POINTE DRIVE, RIDGELAND, MISSISSIPPI 39157**

1. Roll Call and Declaration of Quorum
2. Approval of Minutes of 2021 Annual Board Meeting
3. President's Report
4. Treasurer's Report
5. Executive Director's Report
6. Committee Reports
 - a. 2022 Annual Conference Committee
 - b. 2023 Annual Conference Committee
7. Old Business
 - a. None
8. New Business
9. Other Matters
 - a. Legislative Update
 - b. Airport Updates
10. Adjournment

ATTACHMENT 2

FINANCIAL REPORT

MAA Financial Update

Q1 2022 Board Meeting

February 1, 2022

Mike Forster, Treasurer



**MISSISSIPPI
AIRPORTS
ASSOCIATION**



MISSISSIPPI
AIRPORTS
ASSOCIATION

Balance Sheet

- No Major Issues
- Loss in Q1 due to lack of dues income

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1001 - Operating - Trustmark	34,861.01
Total Checking/Savings	34,861.01
Total Current Assets	34,861.01
TOTAL ASSETS	34,861.01
LIABILITIES & EQUITY	
Equity	
3010 - Fund Balance	46,879.83
Net Income	(12,018.82)
Total Equity	34,861.01
TOTAL LIABILITIES & EQUITY	34,861.01



Q1 2022 Income

- Conference only significant source of Income in Q1
- Dues normally paid in Q2/Q3

	Q1 2022 Oct-Dec 2021	Q1 2022 YTD Budget	Variance
Income			
Earned revenues			
5115 · Fees Income	\$ 68		
5210 · Membership Dues			
5211 · Airport Memberships	\$ 100	\$ 11,250	
5214 · Corporate Dues	\$ 1,700	\$ 1,700	
5210 · Membership Dues - Other	\$ -	\$ -	
Total 5210 · Membership Dues	\$ 1,800	\$ 1,800	
Total · Earned revenues	\$ 1,868	\$ 14,750	\$ (12,882)
5800 · Annual Conference Revenues			
5814 · Attendee Registration	\$ 4,800		
5819 · Conference Exhibitor	\$ 4,000		
5820 · Sponsor Registration	\$ 23,190		
5830 · Member Registration	\$ 5,220		
5840 · Spouse Registration	\$ 1,500		
5860 · Golf	\$ 716		
5863 · Sporting Clays	\$ 455		
5867 · Misc Revenue	\$ 150		
5800 · Annual Conference Revenues - Other	\$ -	\$ -	
Total 5800 · Annual Conference Revenues	\$ 40,031	\$ 40,000	
Total Income	\$ 41,899	\$ 56,550	\$ (14,651)



MISSISSIPPI
AIRPORTS
ASSOCIATION

Q1 2022 Exp/Income

- No major issues
- Variance in Net Income will correct in Q2 2022

Expense				
Total 7000 · Grant & contract expense	\$	-	\$	50
Total 7500 · Other personnel expenses	\$	12,600	\$	10,199
Total 8100 · Office Expenses	\$	3,752	\$	1,850
8115 · Website Updates & Programming	\$	-	\$	1,000
Total 8500 · Misc expenses	\$	5,262	\$	718
8700 · Conference Expenses				
8701 · Sponsor Plaques	\$	-	\$	125
8702 · Tellos Management Fee	\$	3,000	\$	3,000
8704 · General Conference Expenses	\$	29,304	\$	29,000
Total 8700 · Conference Expenses	\$	32,304	\$	32,000
Total Expense	\$	53,918	\$	44,817
				\$ (9,101)
Net Ordinary Income	\$	(12,019)	\$	11,733
				\$ (23,752)

Annual Conference Summary		Actual	Budget	Variance
Total 5800 · Annual Conference Revenues	\$	52,376	\$	49,227
				\$ 3,149
Total 8700 · Conference Expenses	\$	42,562	\$	43,057
				\$ 495
Conference Income/(Loss)	\$	9,814	\$	6,170
				\$ 3,644



Status as of 1/31/22

- 60% of dues received
- Regular members get us to the budget
- No significant issues on revised dues schedule at this point.

Associated_City	Airport_Name	NPIAS_Service_Level	Asset_Role	2022 Dues
COLUMBUS/W POINT/STARKVILLE	GOLDEN TRIANGLE RGNL	Primary	P-4N	\$ 4,000
MERIDIAN	KEY FLD	Primary	P-4N	\$ 4,000
TUPELO	TUPELO RGNL	Primary	P-4N	\$ 4,000
HATTIESBURG-LAUREL	HATTIESBURG-LAUREL RGNL	Primary	P-4N	\$ 4,000
GREENVILLE	GREENVILLE MID-DELTA	Commercial Service	2 Regional	\$ 4,000
GREENWOOD	GREENWOOD-LEFLORE	General Aviation	2 Regional	\$ 750
LAUREL	HESSLER-NOBLE FIELD	General Aviation	2 Regional	\$ 750
NATCHEZ	NATCHEZ-ADAMS COUNTY	General Aviation	2 Regional	\$ 750
OLIVE BRANCH	OLIVE BRANCH	General Aviation	2 Regional	\$ 750
OXFORD	UNIVERSITY-OXFORD	General Aviation	2 Regional	\$ 750
CLEVELAND	CLEVELAND MUNI	General Aviation	3 Local	\$ 500
HOLLY SPRINGS	HOLLY SPRINGS-MARSHALL COUNTY	General Aviation	3 Local	\$ 500
LOUISVILLE	LOUISVILLE WINSTON COUNTY	General Aviation	3 Local	\$ 500
VICKSBURG	VICKSBURG MUNI	General Aviation	3 Local	\$ 500
BATESVILLE	PANOLA COUNTY	General Aviation	4 Basic	\$ 250
CORINTH	ROSCOE TURNER	General Aviation	4 Basic	\$ 250
LEXINGTON	C A MOORE	General Aviation	4 Basic	\$ 250
Received or committed as of 1/31/2022				\$ 26,500