

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

December 14, 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 10:00 a.m. on December 14, 2022 via videoconference in accordance with Section 6.4.3 of the Bylaws of the Association.

1. ROLL CALL AND DECLARATION OF QUORUM.

President Heanue called the Meeting to order at 10:05 a.m. and called the roll of Directors. The following Directors participated in the Meeting:

Tom Heanue, President, Hattiesburg-Laurel Regional Airport Authority
Mike Forster, Treasurer, Louisville-Winston County Airport
Wes Kirkpatrick, Secretary, Monroe County Airport
Matt Dowell, Assistant Treasurer, Golden Triangle Regional Airport Authority
Nick Ardillo, NPA, LLC
Tommy Booth, Michael Baker International, Inc.
Mary Geter, Jackson Municipal Airport Authority
Elton Jay, Retired
Richard Nelson, Natchez-Adams County Airport
Chanse Watson, Stennis International Airport
Clay Williams, Gulfport-Biloxi Regional Airport Authority
Tom Williams, Meridian Airport Authority

The following additional persons participated in the Meeting:

Rans Black, Federal Aviation Administration
Charles Carr, Mississippi Department of Transportation, Director of Intermodal Planning
Josh Stubbs, Mississippi Department of Transportation, Aeronautics Division
Kenneth Dublin, Golden Triangle Regional Airport Authority
Kathy Kenne, Tellōs Marketing, LLC
Kirsten Shaw, Tellōs Marketing, LLC
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz, PC, General Counsel

President Heanue 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. ADDRESS BY CHARLES CARR

President Heanue introduced Charles Carr, Director of Intermodal Planning for the Mississippi Department of Transportation (MDOT) who had asked to address the Board on a couple of matters.

Mr. Carr indicated stated that he had three matters that he wished to bring before the Board for consideration:

- (1) Mr. Carr indicated that he would like to see increased participation by Disadvantaged Business Enterprises (DBEs) in state-funded or state-assisted projects. Mr. Carr stated that MDOT does not want to set DBE participation goals for those projects, but would be interested in any ideas the Board may have on increasing opportunities for DBEs. Members of the Board suggested that MDOT consider greater outreach to DBE contractors concerning projects funded through MDOT (*i.e.*, making a list of multimodal projects available to contractors on the Mississippi Unified Certification Program List of Certified DBE Firms maintained by MDOT) as well as inviting certified DBEs to the MAA annual conference.
- (2) Mr. Carr noted that he would have more information in the next month or so, but that he believed there may be more multimodal or other money available for airports projects in the coming year.
- (3) Mr. Carr reminded the Board that one of the responsibilities of the Aeronautics Divisions is to ensure funds are distributed both properly *and* timely. Anyone having difficulties accessing funding should contact Mr. Carr directly.

President Heanue thanked Mr. Carr and requested that Mr. Wagner add further discussion on the topic of DBEs to the agenda for the next Board meeting.

3. APPROVAL OF SEPTEMBER 8, 2022 ANNUAL BOARD MEETING MINUTES.

The next matter to come before the Board was consideration of the minutes of the Annual Meeting of the Board of Directors held on September 8, 2022. Ms. Kenne noted that the draft minutes incorrectly indicated she was at the Annual Meeting. She was unable to attend due to working on final arrangements for the social gathering that evening. Ms. Geter also noted that her last name had been misspelled and requested that her name be corrected. After discussion, upon motion duly made by Mr. Kirkpatrick and seconded by Mr. Forster, the Board unanimously approved the Minutes of the Annual Meeting of the Board held on September 8, 2022, subject to the corrections identified above. President Heanue directed that the Minutes be corrected and filed in the Minute Book of the Association.

4. PRESIDENT'S REPORT.

President Heanue welcomed everyone to the meeting and thanked everyone helping to make 2022 a great year for the Association. President Heanue noted that attendance at the Annual Conference exceeded everyone's expectations. The Association is in much better condition

financially and has the opportunity to get back to giving scholarships and otherwise furthering the purposes of the Association.

5. TREASURER'S REPORT.

Mr. Forster reviewed the Financial Report attached to these minutes as Attachment 2 with the Board. Mr. Forster noted that the Association is in very good financial condition. Cash is up from the prior year, mainly due to the success of the Annual Conference. Although expenses for the Annual Conference were slightly overbudget, so were revenues.

Mr. Forster noted that, with the passing of time, the anomalies in the Association's financial statements mentioned in prior reports resulting from the move to a fiscal year and moving the Annual Conference to the fall have disappeared.

Mr. Forster noted that 41% of airports in the state are members of the Association which leaves a significant number that have not joined. In addition, four airports (Hattiesburg, Madison, McComb and Picayune) failed to renew their memberships. Mr. Forster suggested that the Association increase its efforts to attract new and retain existing members in the Association.

6. EXECUTIVE DIRECTOR'S REPORT.

Ms. Kenne advised the Board that invoices are now out for current year dues and that the next edition of the *Mississippi Flyer* would be out in the next week or so.

7. COMMITTEE REPORTS.

A. 2023 Annual Conference and Meeting.

Ms. Kenne advised the Board that the 2023 Annual Conference will be in Meridian, September 13-15, 2023.

B. 2024 Annual Conference and Meeting.

Ms. Kenne asked the airports represented on the Board, especially those that have not hosted the Annual Conference or had not hosted it in a number of years, to consider volunteering to host the 2024 Annual Conference.

8. OLD BUSINESS.

A. Legislative Committee Meeting with MDOT

Mr. Clay Williams advised the Board that the Legislative Committee met with Brad White, Executive Director of MDOT, regarding funding for airports and, particularly, increased funding through the Multimodal Program. Mr. Williams stated that Mr. White had indicated that MDOT is planning to ask for an additional \$10 million for Multimodal Program funding in 2023. Mr. Williams further noted that the Legislative Committee, working with Ms. Kenne and her staff, had prepared a whitepaper on Multimodal Program funding for airports and a glossy handout with photographs highlighting airport projects that have been assisted through the Mutimodal

Program that were given to Mr. White. Finally, Mr. Williams stated that MAA should make the other transportation modes (Ports, and Rail) aware of the request made by MAA which would benefit all the modes.

B. Aviation/Airports Day at the Capitol.

Mr. Clay Williams reminded the Board that the Association will have an Aviation/Airports Day at the Capitol on February 2, 2023 with the goal of informing Legislators of the importance of airports and aviation to the state and the benefits that increased investment in airports would bring to the state. Ms. Kenne advised the Board of the general rules that would apply (no food, no gifts, etc.). Ms. Kenne advised she would have a supply of copies of the whitepaper and glossy handout regarding the Multimodal Program to distribute to Legislators.

9. NEW BUSINESS.

A. Mississippi Attorney General’s Human Trafficking Initiative.

Ms. Kenne advised the Board that she had been contacted by a representative of the Mississippi Attorney General’s office regarding the Attorney General’s human trafficking initiative. The Attorney General is about to launch Phase II of her program titled “Be the Solution” and had asked for support from the Association.

Following discussion, Mr. Forster moved, and Mr. Kirkpatrick seconded, that the Board of Directors of the Association offer its support and endorsement of “Be the Solution,” the Attorney General’s human trafficking campaign. President Heanue call for a vote on the matter with all Directors present voting in the affirmative.

B. Mississippi Intermodal Council.

Mr. Carr suggested that the Board consider working with the other transportation modes to revive the Mississippi Intermodal Council.

10. OTHER MATTERS.

A. Legislative Report.

Mr. Wagner indicated he had nothing to report at this time.

B. Federal Aviation Administration.

Mr. Black advised the Board that the Federal Aviation Administration would be issuing a “go letter” for FY 2023 projects shortly. Mr. Black further noted that Airport Infrastructure Grant Program funds authorized under the recent Infrastructure Investment and Jobs Act, Public Law No. 117-58 are available now. Mr. Black warned the Board that Airport Improvement Program (AIP) funding is covered under a Congressional continuing resolution which is about to expire. AIP funds may become unavailable if not extended and are likely to be reduced in the future due to the additional funding made available under the Infrastructure Bill.

C. Matt Dowell – Top 40 Under 40

Ms. Kenne advised the Board that Matt Dowell had been named to Airport Business Magazine's list of Top 40 Under 40 airport executives. Ms. Kenne noted that this award is given to young aviation industry leaders with exceptional innovation and leadership skills.

D. Mississippi Department of Transportation.

Mr. Stubbs advised the Board that the Aeronautics Division has had some staffing changes, so to please contact him directly with any questions or problems. Mr. Stubbs also asked that all future requests for drawdown of grant funds be transmitted by email.

ADJOURNMENT.

There being no further business to come before the Meeting, upon motion duly made, seconded, and unanimously adopted, the Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Thomas Heanue, President
Mississippi Airports Association

ATTACHMENT 1

AGENDA

**MISSISSIPPI AIRPORTS ASSOCIATION
SPECIAL MEETING OF BOARD OF DIRECTORS
10:00 A.M., WEDNESDAY, DECEMBER 14, 2022
[VIDEOCONFERENCE]**

1. Roll Call and Declaration of Quorum
2. Charles Carr, Director of Intermodal Planning, Mississippi Department of Transportation
3. Approval of Minutes of the Annual Meeting of the Board of Directors held on September 8, 2022
4. President's Report
5. Treasurer's Report
6. Executive Director's Report
7. Committee Reports
 - a. 2023 Annual Conference Committee
 - b. 2024 Annual Conference Committee
8. Old Business
 - a. Meeting of the MAA Legislative Committee with Brad White, Executive Director, Mississippi Department of Transportation
 - b. Mississippi Legislature Airports/Aviation Day
9. New Business
 - a. Mississippi Attorney General's Human Trafficking Initiative
10. Other Matters
 - a. Legislative Update
 - b. Airport Updates
11. Adjournment

ATTACHMENT 2
FINANCIAL REPORT

MAA Financial Update

Q4 & FY 2022 Financial Report

December 14, 2022

Mike Forster, Treasurer





Balance Sheet

- Cash increased \$26K over Q3 2022
- Successful Conference!
- No Issues

				Sep 30, 22
ASSETS				
Current Assets				
Checking/Savings				
1001 · Operating - Trustmark				63,278.15
Total Checking/Savings				63,278.15
Total Current Assets				63,278.15
TOTAL ASSETS				63,278.15
LIABILITIES & EQUITY				
Equity				
3010 · Fund Balance				46,879.83
Net Income				16,398.32
Total Equity				63,278.15
TOTAL LIABILITIES & EQUITY				63,278.15



Q3 & FY 2022 Income Statement

- 2022 Transitional Year budget-wise
- 2 Conferences in FY2022
- Membership Income up \$7,925 over FY 2021
- Annual Conference Revenues \$22K above 2021 “live conference”

			Q4 2022	FY 2022
Ordinary Income/Expense				
Income				
5 · Earned revenues				
	5115 · Fees Income		0.00	67.96
	5210 · Membership Dues			
	5211 · Airport Memberships		7,500.00	43,200.00
	5213 · Student Memberships		25.00	25.00
	5214 · Corporate Dues		3,450.00	5,300.00
	5210 · Membership Dues - Other		250.00	250.00
	Total 5210 · Membership Dues		11,225.00	48,775.00
	Total 5 · Earned revenues		11,225.00	48,842.96
5800 · Annual Conference Revenues				
	5810 · Presidential, Gold, Silver Sponsor		22,860.00	22,860.00
	5814 · Attendee Registration		24,675.00	29,650.00
	5815 · Miscellaneous		120.00	120.00
	5819 · Conference Exhibitor		5,501.85	10,001.85
	5820 · Sponsor, Member, Spouse Registration		17,575.00	48,585.00
	5860 · Golf		2,520.00	3,236.00
	5863 · Sporting Clays		1,235.00	1,690.00
	5800 · Annual Conference Revenues - Other		0.00	835.00
	Total 5800 · Annual Conference Revenues		74,486.85	116,977.85
	5868 · Online Fees		139.92	139.92
	Total Income		85,851.77	165,960.73



Q3 & FY 2022 Expense & Net Income Statement

- Net Income 10% of Revenues
- All Major Expense Categories inline with budget

		Q4 2022	FY 2022
Expense			
7000 · Grant & contract expense			
	7070 · Sponsorships & Donations	50.00	50.00
Total 7000 · Grant & contract expense		50.00	50.00
7500 · Other personnel expenses			
	7520 · Accounting fees	450.50	1,725.50
	7530 · Legal fees	2,500.00	25,000.00
	7540 · Professional fees - other	5,831.25	22,293.75
Total 7500 · Other personnel expenses		8,781.75	49,019.25
Total 8100 · Office Expenses		2,452.92	4,140.60
	8115 · Website Updates & Programming	0.00	991.00
Total 8500 · Misc expenses		6,270.29	6,742.60
8700 · Conference Expenses			
	8702 · Tellos Management Fee	3,000.00	12,000.00
	8704 · General Conference Expenses	38,972.96	76,618.96
Total 8700 · Conference Expenses		41,972.96	88,618.96
Total Expense		59,527.92	149,562.41
Net Income		26,323.85	16,398.32



Annual Conference

The Mill, Starkville, MS

- **New World's Record on Revenues, \$21.8K over budget!**
- **Expenses exceeded budget by \$14.3K**
- **Net contribution to income of \$9.8K**
- **Terrific job by the TELLOS Team!**

INCOME	BUDGET	ACTUAL	VARIANCE
Attendee Fees	\$ 10,000	\$ 19,750	\$ 9,750
Sponsors	\$ 32,000	\$ 41,000	\$ 9,000
Exhibitors	\$ 4,500	\$ 6,200	\$ 1,700
Shoot - 20	\$ 1,800	\$ 1,815	\$ 15
Golf - 20	\$ 1,800	\$ 2,340	\$ 540
Spouse - 13	\$ 1,950	\$ 2,400	\$ 450
Shirt Sales	\$ 150	\$ 65	\$ (85)
Extra Event - 5 events	\$ 200	\$ 650	\$ 450
TOTAL INCOME	\$ 52,400	\$ 74,220	\$ 21,820
EXPENSES	BUDGET	ACTUAL	VARIANCE
Tellos Retainer	\$ 12,000	\$ 12,000	\$ -
Conf. Ctr. Rental	\$ 5,000	\$ 6,510	\$ (1,510)
Conf Center, exhib. set up - 26	\$ 500	\$ 242	\$ 258
Audio-Visual support	\$ 200	\$ 707	\$ (507)
Conference Ctr. Catering	\$ 15,000	\$ 29,291	\$ (14,291)
Shoot - 17 people	\$ 1,800	\$ 1,848	\$ (48)
Golf - 33 people	\$ 1,800	\$ 2,986	\$ (1,186)
Spouse outing - incl. van	\$ 1,750	\$ 622	\$ 1,128
Transportation	\$ 2,154	\$ 2,154	\$ -
Shirts	\$ 1,129	\$ 1,129	\$ -
Additional Speaker Gifts	\$ 100	\$ -	\$ 100
Insurance	\$ 300	\$ -	\$ 300
Airbus Dinner	\$ 4,920	\$ 5,105	\$ (185)
Clay Shooting prizes	\$ 150	\$ 160	\$ (10)
Golf prizes	\$ 300	\$ 200	\$ 100
Mileage	\$ 300	\$ 236	\$ 64
Meals	\$ 125	\$ 191	\$ (66)
Supplies/Print	\$ 500	\$ 130	\$ 370
Name badges	\$ 300	\$ 200	\$ 100
Design	\$ 400	\$ 169	\$ 231
Plaques	\$ 600	\$ 459	\$ 141
Speakers' Expenses	\$ 250	\$ -	\$ 250
Postage/Shipping	\$ 25	\$ 32	\$ (7)
Misc. expenses	\$ 500	\$ -	\$ 500
TOTAL EXPENSE	\$ 50,103	\$ 64,371	\$ (14,268)
NET INCOME	\$ 2,297	\$ 9,849	\$ 7,552



Membership Status FY 2022

- 92% of budget
- 41% of all MS airports are members of MAA
- Need to bring back:
 - Hattiesburg
 - Madison
 - Picayune
 - McComb

Associated_City	Airport_Name	NPIAS Service Level	Role	Proposed	Paid as of 9/30/22
JACKSON	JACKSON-MEDGAR WILEY EVERS INTL	Primary Comm'l	Hub	\$ 6,000	\$ 6,000
GULFPORT	GULFPORT-BILOXI INTL	Primary	N	\$ 6,000	\$ 6,000
COLUMBUS/W POINT/STARKVILLE	GOLDEN TRIANGLE RGNL	Primary	N	\$ 4,000	\$ 4,000
MERIDIAN	KEY FLD	Primary	N	\$ 4,000	\$ 4,000
TUPELO	TUPELO RGNL	Primary	N	\$ 4,000	\$ 4,000
HATTIESBURG-LAUREL	HATTIESBURG-LAUREL RGNL	Comm'l Svc	N	\$ 4,000	\$ 4,000
GREENVILLE	GREENVILLE MID-DELTA	Comm'l Svc	Regional	\$ 4,000	\$ 4,000
				\$ 32,000	\$ 32,000
BAY ST LOUIS	STENNIS INTL	General Aviation	Regional	\$ 750	\$ 750
GREENWOOD	GREENWOOD-LEFLORE	General Aviation	Regional	\$ 750	\$ 750
JACKSON	HAWKINS FLD	General Aviation	Regional	\$ 750	
LAUREL	HESLER-NOBLE FLD	General Aviation	Regional	\$ 750	\$ 750
NATCHEZ	HARDY-ANDERS FLD NATCHEZ-ADAMS COUNTY	General Aviation	Regional	\$ 750	\$ 750
OLIVE BRANCH	OLIVE BRANCH	General Aviation	Regional	\$ 750	\$ 750
OXFORD	UNIVERSITY-OXFORD	General Aviation	Regional	\$ 750	\$ 750
PASCAGOULA	TRENT LOTT INTL	General Aviation	Regional	\$ 750	\$ 750
STARKVILLE	GEORGE M BRYAN	General Aviation	Regional	\$ 750	\$ 250
TUNICA	TUNICA MUNICIPAL	General Aviation	Regional	\$ 750	\$ 250
				\$ 7,500	\$ 5,750
ABERDEEN/AMORY	MONROE COUNTY	General Aviation	Local	\$ 500	\$ 500
CLEVELAND	CLEVELAND MUNI	General Aviation	Local	\$ 500	\$ 500
COLUMBIA	COLUMBIA-MARION COUNTY	General Aviation	Local	\$ 500	\$ 500
COLUMBUS	COLUMBUS-LOWNDES COUNTY	General Aviation	Local	\$ 500	\$ 500
HATTIESBURG	HATTIESBURG BOBBY L CHAIN MUNI	General Aviation	Local	\$ 500	
HOLLY SPRINGS	HOLLY SPRINGS-MARSHALL COUNTY	General Aviation	Local	\$ 500	\$ 500
LOUISVILLE	LOUISVILLE WINSTON COUNTY	General Aviation	Local	\$ 500	\$ 500
MADISON	BRUCE CAMPBELL FLD	General Aviation	Local	\$ 500	
MARSHALL COUNTY	HOLLY SPRINGS-MARSHALL COUNTY	General Aviation	Local	\$ 500	\$ 500
PICAYUNE	PICAYUNE MUNI	General Aviation	Local	\$ 500	
RAYMOND	JOHN BELL WILLIAMS	General Aviation	Local	\$ 500	\$ 500
VICKSBURG	VICKSBURG MUNI	General Aviation	Local	\$ 500	\$ 500
WINONA	WINONA-MONTGOMERY COUNTY	General Aviation	Local	\$ 500	\$ 250
				\$ 6,500	\$ 4,750
BATESVILLE	PANOLA COUNTY	General Aviation	Basic	\$ 250	\$ 200
CORINTH	ROSCOE TURNER	General Aviation	Basic	\$ 250	\$ 250
LEXINGTON	C A MOORE	General Aviation	Basic	\$ 250	\$ 250
MC COMB	MC COMB/PIKE COUNTY/JOHN E LEWIS FLD	General Aviation	Basic	\$ 250	
Wiggins	DEAN GRIFFIN MEMORIAL	General Aviation	Basic	\$ 250	\$ 250
				\$ 1,250	\$ 950
		Total all Airports		\$ 47,250	\$ 43,450