

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

February 1, 2024

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 2:00 p.m. on February 1, 2024 in the Fondren Community Room of the Trustmark National Bank Building located at 3221 Old Canton Road, Jackson, Mississippi 39216, in accordance with Section 6.4.2 of the Bylaws of the Association.

1. ROLL CALL AND DECLARATION OF QUORUM.

President Kirkpatrick called the Meeting to order at 2:10 p.m. and called the roll of Directors. The following Directors were present and participated in the Meeting:

Wes Kirkpatrick, President, Monroe County Airport
Clay Williams, Vice-President, Gulfport- Biloxi Regional Airport Authority
Mike Forster, Treasurer, Louisville-Winston County Airport (via telephone)
Rosa Beckett, Jackson Municipal Airport Authority
Tommy Booth, Michael Baker International, Inc.
Joe Wheeler, Tupelo Airport Authority
Tom Williams, Meridian Airport Authority

The following additional persons were present and participated in the Meeting:

Kathy Kenne, Tellōs Marketing, LLC, Executive Director
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz, PC, General Counsel

President Kirkpatrick 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 DECEMBER 4, 2023 SPECIAL BOARD MEETING MINUTES.

The first matter to come before the Board was consideration of the minutes of the Special Meeting of the Board of Directors held on December 4, 2023. After discussion, upon motion duly made by Mr. Owens and seconded by Mr. Booth, the Board unanimously approved the Minutes of the Special Meeting of the Board held on December 4, 2023. President Kirkpatrick directed that the Minutes be filed in the Minute Book of the Association.

3. PRESIDENT’S REPORT.

President Kirkpatrick noted the passing of Elton Jay and the huge hole that it will leave in the Association. President Kirkpatrick asked everyone to keep Elton’s family in their prayers.

President Kirkpatrick thanked everyone that was able to make it to meeting and to Capitol Day and thanked Kathy Kenne for all the last-minute scheduling issues that she handled so adeptly.

4. TREASURER'S REPORT.

The next matter to come before the Board was the Treasurer's Report, a copy of which is attached to these minutes as Attachment 2. Mr. Forster noted that the Association's financial statements are much more positive than the ones presented at the last meeting, due mainly to the Association having already collected 80% of member dues for the year and having received the Jackson Municipal Airport Authority's dues for 2023. In all, the Association shows a net income of approximately \$23,000 for the first quarter of Fiscal Year 2024.

Mr. Forster then presented the Budget Proposal attached as part of the Treasurer's Report. Mr. Forster noted that he, President Kirkpatrick, Matt Dowell and Ms. Kenne had worked together to assemble the proposal. Mr. Forster stated that, as he has been saying for a while, the Association needs to increase membership to increase revenue, and each Director should be taking an active role in soliciting new members. Mr. Forster indicated he has been talking to the City of Madison Airport and has been advised it will be rejoining the Association.

President Kirkpatrick stated that he had a new thought for recruiting members. Unlike prior efforts, for this one, he was asking each Director to contact one non-member airport about joining the Association.

Following discussion, Mr. Tom Williams moved, and Mr. Clay Williams seconded, that the Board accept the Finance Report attached to these minutes as Attachment 2, including the Budget Proposal attached thereto. There being no further discussion, President Kirkpatrick called for a vote on the matter with all Directors present voting in the affirmative.

5. EXECUTIVE DIRECTOR'S REPORT.

Ms. Kenne distributed the recruiting materials attached to these Minutes as Attachment 3 which she hoped would be helpful in bringing in new members.

Ms. Kenne stated that the Association is sending flowers for Elton's funeral this coming Saturday, but that if anyone wanted to contribute, any excess would go into a scholarship fund.

6. COMMITTEE REPORTS.

A. 2024 Annual Conference and Meeting.

Ms. Kenne reminded everyone that the 2024 Conference will be in Tupelo, September 18-20. Joe Wheeler indicated that they were currently looking at a number of different venues for events. Mr. Wheeler stated that he would like to add another evening party and would be looking for potential sponsors for that event. Mr. Wheeler noted that the usual Wednesday shooting and golf events would be available.

B. 2025 Annual Conference and Meeting.

Ms. Kenne stated that possible locations for the 2025 Conference are under consideration. The initial plan was for the 2025 Annual Conference to be held in Hattiesburg, but that may not work.

C. Legislative Committee.

Mr. Clay Williams stated that he believed the Capitol Day was a big success and gave airport directors in attendance the opportunity to thank Legislators for prior assistance as well as to raise the issue of equity in the funding of projects under the Strategic Multi-modal Investments Fund. Mr. Williams noted that the Legislative Committee had worked with Kathy on developing a white paper on the benefits derived from airports in the state to distribute to Legislators.

Mr. Williams reminded everyone to thank Josh Stubbs, Brad White and each of the Transportation Commissioners for agreeing to provide the match on Airport Infrastructure Grants.

7. OLD BUSINESS.

A. Strategic Multi-Modal Investments Fund.

Mr. Clay Williams stated that the Mississippi Railroad Association is pushing hard against the Association's initiative for equal funding among the three modes because its members have the opportunity to leverage Strategic Multimodal Investment Funds for significant federal funding.

Ms. Beckett stated that the Jackson Municipal Airport Authority (JMAA) had hired Donna Echols to work with JMAA on lobbying issues and would be happy to help the Association in this effort.

B. State Airport System Plan; Economic Impact Analysis.

President Kirkpatrick reminded everyone that at the last meeting, the Board had discussed the need to update the State Airport System Plan and Economic Impact Analysis, and that the Federal Aviation Administration had indicated it may be able to help fund, but that it would need to be done through the Mississippi Department of Transportation which would be expected to pay a portion of the costs. MDOT has indicated it does not have funds for that type of study.

8. NEW BUSINESS.

A. Airport Critical Needs Grant Fund.

Ms. Beckett stated that JMAA was working with Ms. Echols on the idea of a state grant program to help airports with addressing critical needs as outlined on Attachment 4 to these Minutes. As contemplated, the plan would provide a 10% match for federal grants to address the most pressing airport needs. Ms. Beckett asked the Association to help JMAA in this effort.

Following discussion, Mr. Wheeler moved, and Tom Williams seconded, that the Association work with JMAA on an initiative with the Mississippi Legislature to institute and fund an “Airport Critical Needs Grant Program.” There being no further discussion on the matter, President Kirkpatrick called for a vote on the matter with all Directors present voting in the affirmative.

B. Resolution Commending the Life and Contributions of Elton E. Jay to Airports and Aviation in the State of Mississippi and Naming the Mississippi Airports Association Professional of the Year Award in honor of Elton E. Jay

President Kirkpatrick offered the following resolution commending the life of Elton Jay and naming the Association’s Professional of the Year Award after Elton Jay:

RESOLUTION HONORING AND COMMENDING THE LIFE OF ELTON EDWARD JAY, JR. AND THE SERVICE OF ELTON E. JAY TO AIRPORTS AND AVIATION IN THE STATE OF MISSISSIPPI

WHEREAS, Elton Edward Jay, Jr. passed from this life on January 26, 2024 at the age of 86; and

WHEREAS, Elton began his career in aviation as an airport engineer in the Federal Aviation Administration (FAA) Airports District Office in Memphis, Tennessee where he worked from 1970 to 1974; and

WHEREAS, from 1974 to 1997, Elton worked in various capacities in the FAA Airports District Office in Jackson, Mississippi, where he was a constant source of support for Mississippi airports and aviation interests in Mississippi; and

WHEREAS, after retiring from FAA in 1997, Elton began a new career as Director of Aeronautics with the Mississippi Department of Transportation (MDOT), serving in that capacity until his retirement in 2007; and

WHEREAS, as Director of Aeronautics with MDOT, Elton was the principal champion for Mississippi airports and aviation interests within state government, exemplified by his leadership in implementing the Multi-Modal Transportation Fund grant program for airports, which provides millions of dollars in state funding to Mississippi airports each year; and

WHEREAS, upon his retirement from MDOT in 2007, the FAA Southern Region presented Elton its highest honor, The Kitty Hawk Award, recognizing Elton for his contributions in providing leadership in planning and developing safe and efficient airports in Mississippi while serving as the Aeronautics Director with MDOT; and

WHEREAS, throughout his professional life, Elton also served his country in the Army National Guard, rising to the rank of Colonel and serving as Base Commander of Camp McCain until his retirement in October 1998; and

WHEREAS, Elton's even temperament, gentle manner, unparalleled expertise and disarming wit earned him universal respect from all who worked with him; and

WHEREAS, the Mississippi Airports Association awarded Elton its highest honor by naming Elton a Member for Life in the Association and a Member for Life of the Board of Directors of the Association;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MISSISSIPPI AIRPORTS ASSOCIATION:

THAT, the Association hereby commends the life and service of Elton Edward Jay, Jr. to airports and aviation in the State of Mississippi; and

THAT, the Association shall forever honor and memorialize the contributions of Elton to the development of aviation and airports in the State of Mississippi by naming its Professional of the Year Award after Elton, from hereafter to be known as The Elton Edward Jay, Jr. Mississippi Airports Association Professional of the Year Award.

Mr. Booth seconded the motion. Following discussion, President Kirkpatrick called for a vote on the matter with all Directors present voting in the affirmative.

Mr. Wagner suggested inviting Sonia Jay to the next Board meeting in Jackson to present the award.

Mr. Booth advised the Board that he is going to contact Panola County about renaming its airport after Elton and asked the Board to consider whether it would help with the costs of monument signage in the event Panola County agreed.

9. OTHER MATTERS.

A. Mississippi Department of Transportation.

Josh Stubbs was unable to attend the meeting.

B. Federal Aviation Administration.

Ms. Kenne indicated that Will Shuler was unable to attend but asked her to let the Board know that airports should expect a fully funded Airports Improvement Program later this year.

C. Legislative Report.

Mr. Wagner noted that although the deadline for originating non-revenue bills does not occur until February 19, 2024, several bills of interest have already been introduced, including:

- HB 197 Would remove the requirement that a governmental authority seek the approval of the Public Procurement Review Board prior to electing not to use a reverse auction for a particular procurement
- HB 304 Authorizes airports to require a permit from a military installation before allowing a rideshare driver to transport a servicemember from the airport to the military installation
- HB 673 Would raise the threshold for soliciting written quotes for procurements from \$5,000.01 to \$15,000.01
- HB 697 Creates the Mississippi Aviation Safety Act which would require the registration of certain (mainly agricultural) towers greater than 50 feet tall, but less than 200 feet tall, with the Mississippi Agricultural Aviation Association
- HB 628; HB 771 Would extend the repealer on the public’s right to access public records under the Mississippi Public Records Act from July 1, 2024 to July 1, 2027
- SB 2042 Would prohibit any public body from keeping the terms of any settlement agreement confidential

ADJOURNMENT.

There being no further business to come before the Meeting, upon motion duly made, seconded, and unanimously adopted, the Meeting adjourned at 3:25 p.m.

Respectfully submitted,

Wes Kirkpatrick, President
Mississippi Airports Association

ATTACHMENT 1

AGENDA

ATTACHMENT 2
TREASURER'S REPORT



Balance Sheet

- Cash increase by \$23,183
- Off to a good start on Membership Dues
- Minimal operating expenses

Current Assets		
Checking/Savings		
1001 - Operating - Trustmark		73,577.41
Total Checking/Savings		73,577.41
Total Current Assets		73,577.41
TOTAL ASSETS		73,577.41
LIABILITIES & EQUITY		
Equity		
3010 - Fund Balance		50,394.87
Net Income		23,182.54
Total Equity		73,577.41
TOTAL LIABILITIES & EQUITY		73,577.41



Budget Proposal-Revenue

- Recommended by Wes, Mike, Matt and Kathy
- Challenges:
 - Membership growth
 - Corporate sponsorships
 - Conference margins

Ordinary Income/Expense	FY 2023 Actual	FY2024 Budget	Variance +/-
Income			
5100 · Association Earned Revenues			
5100.1 · Airport Membership Dues	\$ 37,250	\$ 49,250	\$ 12,000
5100.2 · Corporate Membership Dues	\$ 6,250	\$ 6,250	\$ -
5100.3 · Student Membership Dues	\$ -	\$ 50	\$ 50
5100.4 · Retiree Dues		\$ 100	\$ 100
Total 5100 · Association Earned Revenues	\$ 43,500	\$ 55,650	\$ 12,150
5200 · Conference Earned Revenues			
5200.1 · Presidential Sponsor	\$ 20,000	\$ 9,750	\$ (10,250)
5200.10 · Golf Fees Income	\$ 1,853	\$ 1,200	\$ (653)
5200.11 · Shoot Fees Income	\$ 630	\$ 975	\$ 345
5200.12 · Shirt Sales	\$ 405	\$ 360	\$ (45)
5200.13 · Online Fees Income	\$ 150	\$ 150	\$ -
5200.14 · Miscellaneous	\$ 566	\$ 50	\$ (516)
5200.2 · Platinum Sponsor	\$ 10,641	\$ 8,250	\$ (2,391)
5200.3 · Gold Sponsor	\$ 10,750	\$ 10,500	\$ (250)
5200.4 · Silver Sponsor	\$ 9,230	\$ 10,275	\$ 1,045
5200.5 - General Sponsor			
5200.6 · Exhibitor	\$ 7,500	\$ 8,000	\$ 500
5200.7 · Attendee Registration	\$ 17,650	\$ 18,550	\$ 900
5200.8 · Spouse Registration	\$ 1,500	\$ 1,500	\$ -
5200.9 - Guest Event Fees		\$ 440	\$ 440
Total 5200 · Conference Earned Revenues	\$ 80,875	\$ 70,000	\$ (10,875)
Total Income	\$ 124,375	\$ 125,650	\$ 1,275



Budget Proposal-Expense

- Challenges:
 - Offset MEI's one time "gift"
 - Manage conference expenses

RECOMMENDED ACTIONS	GOAL
Recruit 10 new corporate sponsors @ \$1,000	\$ 10,000
Recruit 5 new airport board members	\$ 2,500
Increase attendance fees to \$275	\$ 8,750
Total Potential	\$ 21,250

Expense	FY2023 Actual	FY2024 Budget	Variance +/-
8600 - Association Expenses			
8600.1 - Professional Fees (outside services)	\$ -	\$ 750	\$ 750
8600.2 - Accounting Fees	\$ 1,460	\$ 3,300	\$ 1,840
8600.3 - Legal Fees	\$ 35,000	\$ 30,000	\$ (5,000)
8600.4 - Office Expenses			
8600.4 - Office Supplies	\$ 157	\$ 35	\$ (122)
8600.4 - Telephones	\$ 904	\$ 880	\$ (24)
8600.4 - Postage/Shipping/PO Box Rental	\$ 249	\$ 290	\$ 41
8600.4 - Printing	\$ 1,038	\$ 590	\$ (448)
8600.4 - Travel	\$ 1,337	\$ 1,200	\$ (137)
8600.4 - Meals	\$ 260	\$ 490	\$ 230
8600.4 - Miscellaneous	\$ 10	\$ 75	\$ 65
Total 8600.4 - Office Expenses	\$ 40,435	\$ 37,490	\$ (2,945)
8600.5 - WebSite	\$ 4,217	\$ 4,250	\$ 33
8600.6 - Sponsorships	\$ 550	\$ 50	\$ (500)
8600.7 - Bond Insurance	\$ 1,286	\$ 1,286	\$ -
8600.8 - Teller Management Fee	\$ 21,900	\$ 21,000	\$ (900)
8600.9 - Miscellaneous	\$ -	\$ 500	\$ 500
Total 8600 - Association Expenses	\$ 67,788	\$ 64,576	\$ (3,212)
8700 - Conference Expenses			
8700.1 - Professional Fees (outside services)	\$ 1,444	\$ 500	\$ (944)
8700.10 - Sponsor Plaques	\$ 1,392	\$ 1,200	\$ (192)
8700.11 - Golf	\$ 3,422	\$ 1,200	\$ (2,222)
8700.12 - Shoot	\$ 647	\$ 975	\$ 328
8700.13 - SHirts	\$ 1,181	\$ 1,180	\$ (1)
8700.14 - Hotel	\$ -	\$ 865	\$ 865
8700.15 - Mileage	\$ 885	\$ 550	\$ (335)
8700.16 - Meals	\$ 420	\$ 425	\$ 5
8700.17 - Insurance	\$ 1,513	\$ 227	\$ (1,286)
8700.18 - Speakers	\$ 857	\$ 765	\$ (92)
8700.19 - Postage/Shipping	\$ 7	\$ 25	\$ 18
8700.2 - Hotel Venue & Catering	\$ 40,209	\$ 30,000	\$ (10,209)
8700.20 - Teller Management Fee	\$ 13,000	\$ 12,000	\$ (1,000)
8700.21 - Miscellaneous	\$ 579	\$ 300	\$ (279)
8700.3 - Auditorium	\$ -	\$ 500	\$ 500
8700.4 - Exhibitor Setup	\$ -	\$ 500	\$ 500
8700.5 - OffSite Event	\$ -	\$ 7,000	\$ 7,000
8700.6 - Printing/Design	\$ 1,510	\$ 650	\$ (860)
8700.7 - Name Badges	\$ -	\$ 300	\$ 300
8700.8 - Transportation	\$ 1,050	\$ 2,500	\$ 1,450
8700.9 - Spouse Outing	\$ 1,416	\$ 800	\$ (616)
Total 8700 - Conference Expenses	\$ 69,471	\$ 62,462	\$ (7,009)
Total Expense	\$ 137,259	\$ 127,038	\$ (10,221)
Net Ordinary Income	\$ (12,884)	\$ (1,380)	\$ 11,496
Net Income	\$ (12,884)	\$ (1,380)	\$ 11,496

ATTACHMENT 3
RECRUITING MATERIALS

MISSISSIPPI AIRPORTS ASSOCIATION 2024 ANNUAL CONFERENCE SPONSORSHIPS

With the creation of the state's new Strategic Multimodal Fund, Mississippi's airports will have access to unprecedented resources for expansion and renovation in the coming years. The 2024 Mississippi Airports Association Annual Conference will offer opportunities to learn of potential projects, build relationships with airport directors, raise awareness of your services and demonstrate support for aviation in the state. This year's conference will be held September 18-20 at the Cadence Bank Arena & Conference Center in Tupelo.

Consider showcasing your business as a 2024 MAA Conference Sponsor.

PRESIDENTIAL SPONSORSHIP - \$5,000

MAA Membership
4 Conference Registrants OR 3 Registrants and 1 Exhibit
2 Registrants' Participation in Golf or Shooting
10-minute Presentation During Conference
Reserved Seating at Lunch
Name Sponsor of 1 Event
Name on Sponsor Board
Logo and Link on Website

PLATINUM SPONSORSHIP - \$3,000

MAA Membership
3 Conference Registrants OR 2 Registrants and 1 Exhibit
1 Registrant's Participation in Golf or Shooting
2-minute Presentation During Conference
Name on Sponsor Board
Logo and Link on Website

GOLD SPONSORSHIP - \$1,500

MAA Membership
3 Conference Registrants OR 2 Registrants and 1 Exhibit
Name on Sponsor Board
Logo and Link on Website

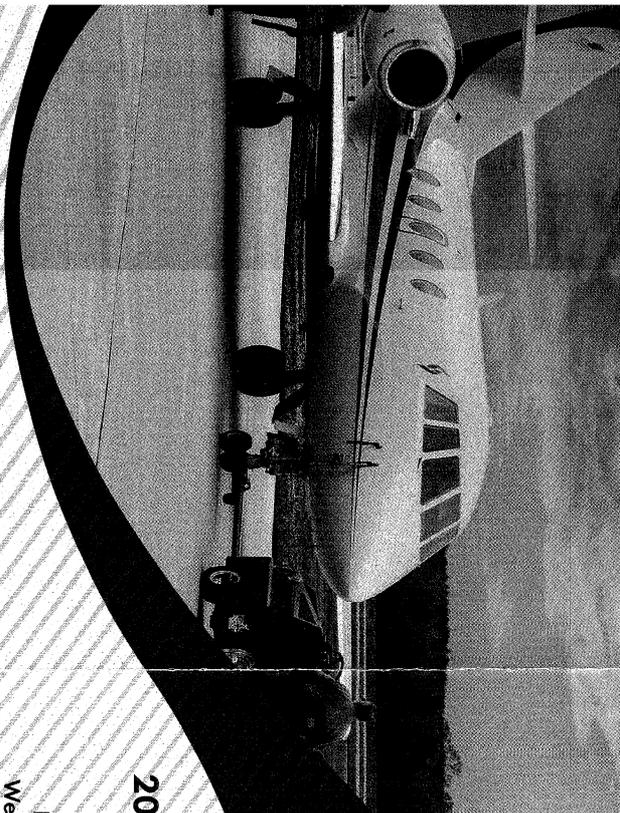
SILVER SPONSORSHIP - \$1,000

MAA Membership
2 Registrants OR 1 Registrant and 1 Exhibit
Name on Sponsor Board
Logo and Link on Website

Sign up now at msairportsassociation.com/sponsor-application.
Or to learn more, call the Mississippi Airports Association office, 877.397.3929.



P.O. Box 16803, Jackson, MS 39236 | 877-397-3929



2024 BOARD OF DIRECTORS

OFFICERS

President
Wes Kirkpatrick
Monroe County Airport

Secretary
Matt Dowell
Golden Triangle
Regional Airport

Assistant Treasurer
Matt Owens
Hesler-Noble Field, Laurel

Executive Director
Kathy Kenne

Vice President
Clay Williams
Gulfport-Biloxi
International Airport

Treasurer
Mike Forster
Louisville-Winston
County Airport

Past President
Tom Heaune
Hattiesburg-Laurel
Regional Airport

DIRECTORS

Nick Ardillo
NPA, LLC

Tommy Booth
Michael Baker
International

Richard Nelson
Natchez Adams
County Airport

Rosa Beckett
Jackson Municipal
Airport Authority

Eilon Jay
FAA and MDOT, Retired

Joe Wheeler
Tupelo Regional Airport



The Mississippi Airports Association is a consortium of individuals and organizations interested in enhancing aviation in Mississippi. Members include those involved in airport management as well as consultants, business people and members of government.

The purpose of MAA is to promote aviation and airport interests, to provide a medium for discussion by its members, to promote proper legislation for aviation and airports and to advise and give consultation to its members when requested.

MEMBER AIRPORTS

Cleveland Municipal Airport
Columbia Marion County Airport

Columbus Lowndes County Airport
Corinth Alcorn County Airport

Dean Griffin Memorial Airport, Wiggins
Golden Triangle Regional Airport, Columbus

Greenville Mid-Delta Airport
Greenwood Leflore Airport

Gulfport-Biloxi International Airport
Hattiesburg-Laurel Regional Airport Authority

Holly Springs-Marshal County Airport
Jackson Municipal Airport Authority

John Bell Williams-Hinds Community College Airport
Laurel Airport Authority

Lexington Airport
Louisville-Winston County Airport Authority

Meridian Airport Authority
Monroe County Airport

Natchez Adams County Airport
Olive Branch Airport

Panola County Airport
Picayune Municipal Airport

Starkville Oktibeha County Airport
Stennis International Airport, Kiln

Trent Lott International Airport, Pascaoula
Tunica County Airport Commission

Tupelo Regional Airport
University Oxford Airport

Vicksburg Municipal Airport
Winona Montgomery County Airport

**MEMBERSHIP ANNUAL
DUES STRUCTURE**

(based on NPIAS classifications)

Large Commercial	\$6,000
Small Commercial	\$4,000
Regional	\$ 750
Local	\$ 500
Basic & Unclassified	\$ 200

**2024 ANNUAL
CONFERENCE**

September 18-20
Tupelo, MS



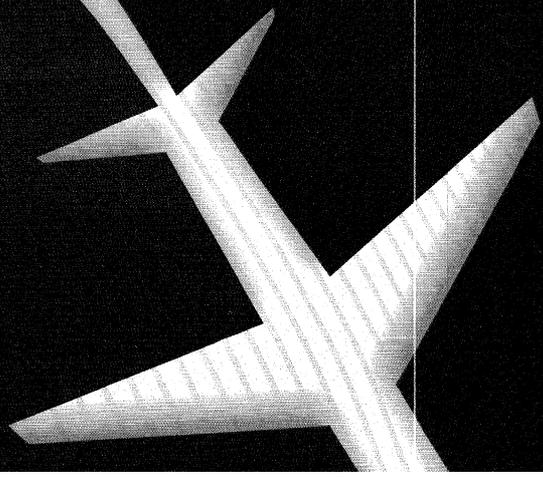
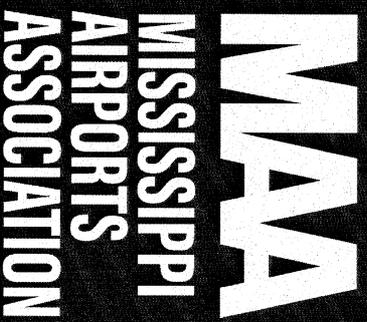
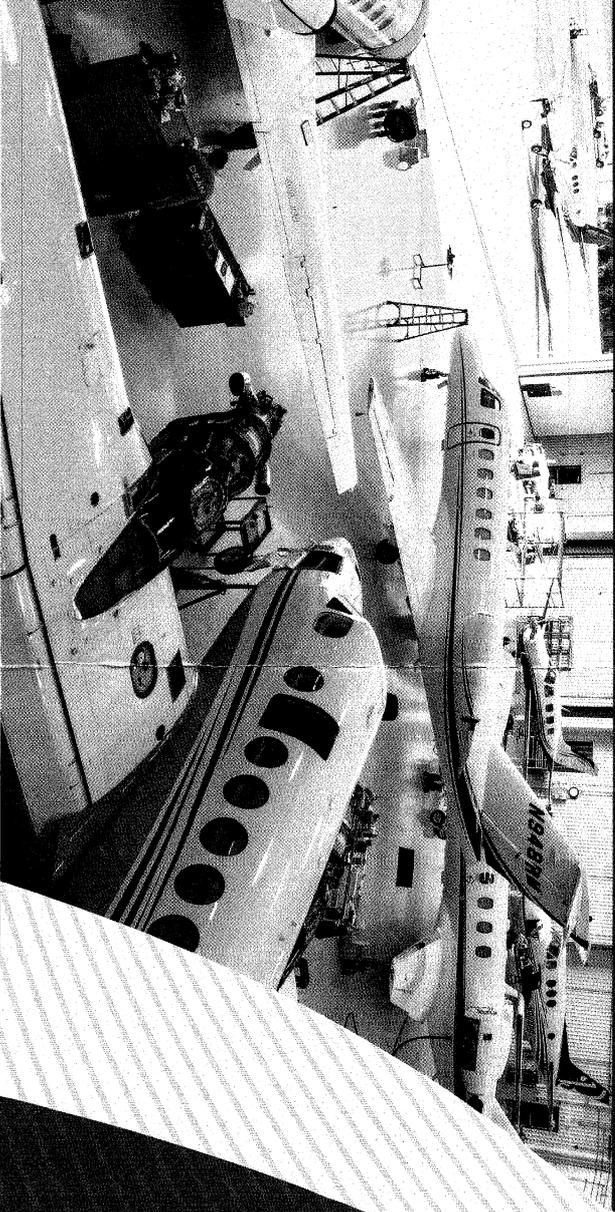
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Jackson, MS 39236

877-397-3929

msairportsassociation.com

To be added to our mailing list,
email kathy@telloscreative.com



ATTACHMENT 4

OUTLINE OF PROPOSED AIRPORT CRITICAL NEEDS GRANT FUND

Outline of the one-time Legislative Airport Critical Needs Grant Program

MAA and JMAA will work together to pass legislation for this one-time grant opportunity for Mississippi airports. JMAA will take the lead on drafting the language and identifying bill sponsors. We will keep MAA apprised of all activities related to this proposed legislation and, together, reach out to legislators to get this passed.

Proposed language to draft:

- 1) Direct \$10 million into a special fund at MDOT for Airport Critical Needs Grants.
- 2) No cap on the amount of funds that can be awarded.
- 3) For an airport to request funds, only 10% of a project's cost can be requested by airports. That 10% shall be used as a match to federal funds requested to cover the cost of the project.
- 4) No limit as to the number of projects that can be requested.
- 5) These projects are not held to the requirements of the current MDOT Multi-Modal Program.