

**MINUTES OF THE MEETING OF THE  
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)  
BOARD OF DIRECTORS (“Board”)  
HELD May 15, 2012 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

Board Members:           Mark Hildebrandt  
                                  Tad Wilkinson  
                                  Pat McNary  
                                  Bob Barr  
                                  Dave Ingram  
                                  Steve Plank

Guests:                    Tim Dalton, Airport Manager  
                                  Don Tribbett, Legal Counsel

**Call to Order**

The meeting was called to order by Mark Hildebrandt, President.

**Approval of Agenda**

The meeting agenda was distributed for review. On a motion duly made by Steve Plank and seconded by Tad Wilkinson, the Board voted unanimously to approve the agenda.

**Old Business**

Don Tribbett informed the Board that the court appointed appraisers have not concluded their report yet. The Board discussed holding a special meeting should the appraisals be completed prior to the next regular meeting.

**New Business**

Tim Dalton presented to the Board the need to market the airport and its services more actively. He identified what is currently done and the direction that he would like to pursue. He stated that what is really needed is professional assistance to take our information and craft a message that can be sent to customers. This would include print materials, but that the goal is to drive them to our website or directly to us. Following the discussion he stated that he is setting up meeting with marketing professionals and would bring those proposals back to the Board for action.

Bob Barr presented a proposal to include all full time employees in a retirement program. The Personnel Committee recommended that going forward that all full time employees be provide a retirement program and that LCCAA contribute 7% of the employees base wages to this. Additionally, the Committee recommended a onetime catch up contribution for full time employee Rose Wagener in the amount of \$2,500 that represents prior years of service with the LCCAA. On a motion duly made by Dave Ingram and seconded by Bob Barr, the Board voted unanimously to approve the plan.

Tim Dalton presented to the Board a list of Airport payables totaling \$66,066.90. On a motion duly made by Bob Barr and seconded by Pat McNary, the Board voted unanimously to approve the payables as presented. It was noted that Bob Barr and Tad Wilkinson reviewed the claims prior to the meeting.

Tim Dalton presented the February 2012 Financial Report.

Tim Dalton and Dave Ingram discussed the need to upgrade the current phone system to better serve our customers. The Board requested that they bring back additional information and cost once they complete analysis of the needs.

### **Engineers Report**

Tim Dalton presented the Board with a grant application for reimbursement of Parcel 11. This will get the information into the FAA system and actual numbers can be provided when available. On a motion duly made by Tad Wilkinson and seconded by Pat McNary, the Board voted unanimously to approve signing and submitting the grant application.

### **Airport Managers Report**

Tim Dalton presented the Operations report for April as follows;

100LL 2,732                      Jet-A 676

Tim Dalton stated that fuel sales were improved from the previous month and that the first half of May has been strong.

Tim Dalton reported that Myers Construction has completed the leak repairs and that monitoring will take place to see if it has resolved the issue.

Tim Dalton reported that work on the annual Fly-In/Open House is continuing and that he has secured Indiana Sky Divers, who will do a demonstration jump with a large US flag, Grissom Air Museum will be providing a couple of cockpit simulators, the RC modelers will have a flight demonstration, and BF&S has provided EAA Chapter 1471 with funds to secure a bounce house for kids.

### **President and Board Member Comments**

There were no comments.

### **Meeting Schedule**

The next regular meeting of the LCCAA is scheduled for Tuesday, June 12, 2012 at 7:00 AM, at the airport's Terminal Operations Center.

THEREUPON, there being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting thereupon adjourned.

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Presiding Officer

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Secretary