

MINUTES OF THE REGULAR MEETING  
OF THE  
VAN AIRE SKYPORT CORPORATION BOARD OF DIRECTORS

February 13th, 2019

**PRESENT:** Directors: 1A Dan Metz (Secretary), 1B Laura Larkin, 2A Brandon Jewett (President), 2B John Conroy, At-Large Tom Thrall

The meeting was called to order by Brandon & 7:02PM at the house of Brandon Jewett.

**Motion:** Brandon Motioned, Laura seconded, to approve the minutes of January 16<sup>th</sup>, 2020 Motion carried.  
Vote 5 Yes, 0 No, 0 Abstain, PASSED

**COMMITTEE REPORTS:**

1. Runway Facilities Committee: (POC Jim Winders, Tom Alexander, Brandon Jewett and Mark Mason)  
Brandon noted there is a concern about the condition of the taxiway behind Plot #31 (Alexander's) Status with CASI is that it will not be covered by any warranty. There will be further discussion to get a quote from CASI to get the needed repairs done.
2. Fuel Committee (POC: Charles Elliston, Ted Stallone, Tom Thrall and Jim Vyduna)  
System is working at this time.  
  
No new update on the hardware upgrade.
3. Common Area Committee (POC: Terry Jackson, Vince Phelps and Don Smallwood)  
Small Mower was returned after warrantee repair.  
  
Don Smallwood used the Van Aire tractor/mower to do some mowing on the property west of Van Aire, this was not sanctioned by the board and Brandon did discuss this with Don and he will not do this again.
4. Architectural Control Committee (POC: John Conroy, Jim Dyer, UNK, UNK, UNK)  
Dan noted we do not have the current list of ACC Committee members. Need list of new members.  
  
Status of Carballo letter and fence. Fence post located in the taxiway easement have not been removed. Tom Thrall will visit with the Carballo's prior to the next Board meeting, additional actions tabled to next board meeting due to time restraints.
5. Investment Committee (POC: Linda Alexander, Dawn Conroy and Morrie Hoffman)  
No Report
6. Covenant Review Committee: (POC: Paul Danyew, Charles Elliston and Ted Stallone)  
Extended discussion to follow under new business.
7. Audit Committee: Helen Gaines, Becky Gann and Wendy Odenbrett  
No Report
8. Nominating Committee: Bob Gaines, Becky Gann and Linda Phelps  
No Report
9. Oil & Gas Committee: Dan Metz, Don Smallwood and Ted Stallone  
Dan said there is no new information from the lease holder, we are expecting to hear from someone during the 3<sup>rd</sup> quarter of 2020 for lease renewal.

## OLD BUSINESS

1. PCI Compliance tabled due to time restraints.
2. Runway Guests / Visitors  
Brief review of letter to be posted on web site after final review from Board. Brandon to contact Foreflight and FAA. This will include "Release and Indemnification", notes of public roads close to runway approach on both ends and "Non-Standard" airport markings.
3. Storage of VASC Assets  
No discussion due to time restraints
4. Tractor lease / purchase details  
Tabled Treasurer (Linda) not present
5. Reserve Study  
No discussion due to time restraints

## NEW BUSINESS

1. Posting Drivers to Web Site Contact List  
Discussion of getting the snow plow/truck authorized drivers posted to the contact list on the VASC web site, tabled due to time restraints current drivers should be Brandon Jewett, Tom Alexander, Jim Winders, Tom Thrall
2. Brandon discussion about 3 options for an updated method for maintaining Van Aire Secretary and Treasurer electronic files. (See Option 3 below).
  - a. Motion: Brandon Motioned, Dan Seconded, Purchase Lap top \$500.00, Purchase Office 365, (Outlook, Word, Excel, Power Point, One Drive) \$8.25 per user, 2 Users (Treasurer & Secretary) \$1650.00 & \$200.00 year, Purchase Quick Books Pro \$200.00 Set up computer with Multiple Users  
Vote 4 Yes, 0 No, 1 Abstain. PASSED
3. Presentation of the revised Covenants & By Laws by the Covenant Committee (Paul Danyew, Charles Elliston and Ted Stallone)  
  
Extensive Group discussion of the proposed changes to the Covenants & By Laws, Charles is to present the "Final Draft" to the board prior to communication to the community.

There being no further business, the meeting was adjourned at 8:54PM.

Respectfully submitted,

Danny Metz, Secretary