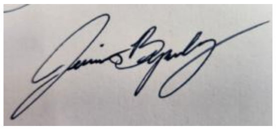
This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 20th day of December, 2022 and that an agenda of said meeting was posted at the place of such meeting at 3:00 p.m. on the 4th day of December, 2023.



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Jessica Byerly, City of Durant

MINUTES OF THE MEETING OF AIRPORT ADVISORY BOARD
December 6, 2023 AT 4:00 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma

CALL TO ORDER

Chairman Dan Craige called the meeting to order at 4:03pm.

INVOCATION/FLAG SALUTE

Board Member Moore provided the invocation. Board Member Buntz led the flag salute.

ROLL CALL

Present:

Board Memeber Buntz

Board Member Dufur

Board Member Lambert

Board Member Moore

Board Member Olsen

Chairman Dan Craige

Absent:

Board Member Stuteville

Board Member Thomas

Vice Chairman Sherrer

<u>ORDER OF BUSINESS</u>

1. **Consent Items**

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

   a. Consideration of approval of the minutes for September 6th meeting

Motion To: Approve Regular Meeting Minutes of Sept 6, 2023

Motion By: Casey Dufur

Seconded By: Dan Moore

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

2. **Consider Items Removed from Consent**

3. **Information Items**

   a. Airport Director's Report

Al Olson questioned totals of Avgas sales. Josh Matekovic acknowledged error in the report for Avgas self-serve fuel sales. Upon review total are Self-Serve 100LL 2,787.11 gallons sold with revenue of $13,935.55.

4. **Administration**

   a. Approval of the 2024 Meeting Schedule

Motion To: Approve 2024 Meeting Schedule

Motion By: Casey Dufur

Seconded By: Al Olson

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

b. Discussion, Consideration and Possible Action on Approving the Durant Regional Airport Gate Card Policy

Motion To: Approve Airport Gate Card Policy with changes to the policy not included in the initial contract as business cost for gate cards was not included. Business cards will be $0 for initial cards and $5 per replacement.

Motion By: Casey Dufur

Seconded By: Mark Lambert

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

c. Discussion, Consideration and Possible Action of Approving the Durant Regional Airport Gate Card Application Form

Motion To: Approve Airport Security Gate Card Application Form

Motion By: Casey Dufur

Seconded By: Al Olsen

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

d. Discussion, Consideration and Possible Action on Approving Annual Hangar Inspection

Motion To: Approve Annual Hanger Inspections

Motion By: Casey Dufur

Seconded By: Dan Moore

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

5. New Business

ADJOURNMENT

Motion To: Adjourn at 4:58 pm.

Motion By: Casey Dufur

Seconded By: Al Olson

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None