

**Excelsior Springs Airport Board  
Minutes of Meeting**

November 2, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

**Item 1. Roll Call**

**Present:** Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Dave Haugland, Ambrose Buckman, Joe Fontenot, and Shannon Stroud.

**Absent:** Larry Murry.

**Item 2. Approval of Minutes**

A motion was made by Dan Kirkpatrick to approve the October 5, 2011 minutes; Ron Holmes seconded. Motion Approved.

**Item 3. Old Business**

**New Asphalt** – Marlyn Atkinson and all board members expressed gratitude to all that made it happen and gave compliments on the new asphalt, looks great!

**Painting** – board members volunteered to paint the hangars and other areas in the building but due to liability issues, city crews will do the painting. Joe Fontenot will order the paint.

**Door Locks** – one door lock was ordered by Joe Fontenot. It is a push button type with a code and a key, very heavy duty. This one will be installed for the main office, if it serves the purpose more may be ordered for the other doors.

**October Cookout** – the last cookout went well. The next cookout will be open to the public.

**Lights for Runway** – bulbs were ordered by Joe Fontenot for the runway.

**Roof Leaks** – the roofing company has been contacted and has checked the top and outside of the roof. The leaks are not coming from the top. He will come back if board members or staff can pinpoint the leak.

**Item 4. Manager's Report**

**Fuel** – Dan Kirkpatrick will wait to purchase fuel after the tank gets below 500 gallon. A sign will be posted to keep fuel trucks and heavy traffic from entering in the airport and tearing up the new asphalt. Access to the fuel tank will be outside the fence.

**Sealer for Runway** – Joe Fontenot will order a 55 gallon drum of sealer for the runway.

**Non-payment** – two Hangar Rental accounts still have a non-payment status; the City Manager will handle this.

**Resignation of Board Member** – Dan Kirkpatrick has resigned as an Airport Board member. He will still be the Airport Manager and fulfill those same duties but will no longer be a board member. It was suggested that Ed Holloway fill the open position on the board.

### **Item 5. New Business**

**November Cookout** – Jerry Woods motioned to have the November Cookout; Don Sharp seconded. Motion unanimously approved. It will be Sunday, November 6, 2011 at 3:00 pm. The new ramp is in for people to see and there will be a Kansas City area Girls Volleyball Team in attendance to take pictures with the planes and to enjoy the cookout. The event will be posted on the website and put in the Daily Standard for exposure of the Airport. A portion of the money from previous fundraisers will be used for food.

**Hangar Rentals** – there are only 2 spaces left for hangar rental.

**Fundraising Money** – board members have conducted fundraisers in the past and asked if they can create an account to manage the money. They must create a club with their names and signatures on it to hold fundraisers and the funds from the fundraisers and establish their own account. If they don't then the money they earn from the airport will have to come into the City's accounting system and be marked for the Airport.

### **Item 6. Comments**

Ron Holmes would like everyone to be thinking about a five or ten year plan for the airport. We need new hangars and need an operator out there. Now that activity has increased and with improvements being made, it's time to create a long term plan. The issue will be on the Agenda at the next meeting.

### **Item 7. Adjourn**

Ron Holmes motioned to adjourn the meeting at 5:54 pm; Marlyn Atkinson seconded. Meeting adjourned.

Shannon Stroud  
Secretary to the Airport Board