

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
FEBUARY 13th, 2020 @ 4:30 PM**

1. CALL TO ORDER AND ROLL CALL

Paul Valovich called the meeting to order at 4:30 PM. Present were: Directors Paul Valovich, Russ Bates, Steve Morgan, Jim Paris, Axel Alvarez, Operations Manager Joe Foster, Office Administrator Demi Mace, and District Counsel via conference Scott Nave

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY DEMI MACE

3. CONSENT CALENDAR:

**A: APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING January 13th, 2020
AND WAIVE FURTHER READING OF THE MINUTES**

B: APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR JANUARY 2020

C: FINANCIAL REPORTS: DECEMBER 2019/JANUARY 2020

D: UNION CREDIT CARD STATEMENTS

Motion was made by Director Bates, seconded by Director Morgan

TO APPROVE CONSENT CALENDAR ITEMS AS PRESENTED

Motion was passed by voice vote: 5 ayes

4. BUSINESS ITEMS:

A: 2019 AUDIT REVIEW

Mark Gehring of BHK Accountancy Corporation (IWVAD's current audit company) Explained the Audited Financial Statements page by page and answered all questions brought up by the board of directors. Steve Morgan asked for clarification on how the "Working Trial Balance" provided by the auditors at an earlier meeting, worked into the final financial statements and Mark explained that the trail balance is what makes up the final financial statements. Director Morgan had questions about the Vacation and Sick Liabilities of the airport and when comparing the fiscal year audit to the monthly financial statement that is provided by the airports accountant, we found that the sick and vacation liabilities are not updated on a monthly basis and Director Morgan asked that that be changed going forward.

B: DISSCUSSION/APPROVAL: REGUAR BOARD MEETING TIME AND DATE

President Valovich opened discussion on the regular board meeting date and time asking for input from the rest of the board members. Director Alvarez suggested that

the meeting be held later, possibly 6pm, so that he and members of the public can more easily attend the meetings after work hours. Demi Mace spoke for General Manager Scott Seymour, who was not able to be in attendance, giving his recommendation of a meeting during work hours or on flex Fridays and every other month. Director Alvarez expressed that this suggestion would not work for him. Director Valovich says that he does not want to conduct regular meetings every other month and would like to continue with monthly meetings.

Motion was made by Director Bates

TO APPROVE A REGULAR MEETING TIME OF 6PM ON THE 2ND THURSDAY OF EACH MONTH

Motion was passed by voice vote: 5 ayes

5. COMMITTEE REPORT: FACILITIES/PLANNING COMMITTEE

Director Alvarez gives an update on discussions with the General Manager on the pilot lounge, saying that the plan thus far is to use the current administration office facilities on the North side of the admin building by adding a locking door to the hallway leaving pilots able to use the kitchen, restrooms and another room that will be made into a sitting area with a computer available. He also suggested the use of security cameras in this part of the building since there will not always be airport staff present.

6. MANAGERS REPORT:

Operations Manager Joe Foster gives the managers report saying that the ARFF Garage that is currently being constructed will be getting its insulation soon and then the walls will be able to be put up. He also mentions that we had a successful military exercise in January and that we made over \$120k on fuel.

7. PUBLIC COMMENT: None

8. BOARD COMMENT: Director Alvarez mentions the field trip that took place last month, that the school was very grateful and that they made "Thank you" posters for all the pilots and staff who helped make it possible.

9. CLOSED SESSION: GRANDJURY REPORT REVIEW

NO ACTION TAKEN

10. DISTRICT COUNSEL: None

11. ADJOURNMENT:

Motion was made by Director Paris, 2nd by Bates

TO ADJOURN THE MEETING AT 5:51PM

Motion was passed by voice vote: 5 ayes

Approved at the April 9th, 2020 Regular meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: *Dawn* *mae*