

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
JANUARY 13th, 2020 @ 12:00 PM**

1. CALL TO ORDER AND ROLL CALL

Paul Valovich called the meeting to order at 12 PM. Present were: Directors Paul Valovich, Russ Bates, Steve Morgan, Jim Paris, Axel Alvarez, General Manager Scott Seymour, Office Administrator Demi Mace, and District Counsel via conference Scott Nave

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY DIRECTOR PARIS

3. CONSENT CALENDAR:

**A: APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING DECEMBER 4th, 2019
AND WAIVE FURTHER READING OF THE MINUTES
B: APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR DECEMBER 2019
C: FINANCIAL REPORTS: NOVEMBER 2019**

Director Bates made a comment that he would like to have credit card statements included in the consent calendar

Motion was made by Director Bates, seconded by Director Paris

TO APPROVE CONSENT CALENDAR ITEMS AS PRESENTED

Motion was passed by voice vote: 5 ayes

4. COMMITTEE REPORT: None

5. BUSINESS ITEMS:

A: DISCUSSION/APPROVAL: ELECTION OF OFFICERS – PRESIDENT, VICE PRESIDENT, AND TREASURER

Director Valovich opened nominations for president saying that he is willing to continue being the boards president as long as no one else would like to step up to take the position

Director Bates nominated Director Valovich as president

Director Morgan nominated Director Valovich as president

No other nominations were made

Director Valovich closed nominations for president

TO APPROVE DIRECTOR VALOVICH AS PRESIDENT

Motion was passed by voice vote: 5 ayes

Director Valovich opened nominations for vice president
Director Bates nominated Director Steve Morgan
No other nominations were made
Director Valovich closed nominations for vice president

TO APPROVE DIRECTOR MORGAN AS VICE PRESIDENT

Motion was passed by voice vote: 5 ayes

Director Valovich opened nominations for treasurer
No nominations were made
Director Valovich closed nominations for treasurer

TO APPROVE DIRECTOR BATES AS TREASURER

Motion was passed by voice vote: 5 ayes

Director Valovich lists the board committees as assigned currently and asks whether we should improve or change these committees, no directors felt a change was needed at this time

B: DISCUSSION/APPROVAL: COMPENSATORY TIME AGREEMENT

Scott Nave explains that the district offers compensatory time instead of overtime and that an employee must sign an agreement to officially receive CTO instead of overtime pay. Steve Morgan asks what the limit of comp time earned will be and the time frame for keeping it. Scott Nave explains that compensatory time is not mentioned in the admin code, and that we can certainly add it. Scott Nave also says that the max compensatory time allowed by law is 240 hours, and director Valovich asks what the industry standard would be for this, Nave says he is not aware of any. Scott Seymour says that 80 hours would be sufficient.

Motion is made by Director Paris

TO APPROVE THE COMPENSATORY TIME AGREEMENT AS AMENDED

Motion was passed by voice vote: 5 ayes

C: ACCEPTANCE OF AUDITORS ISSUED GOVERNANCE LETTER

Steve Morgan asks for clarification of the “Misstatements” made on the final page of the auditor governance letter and Director Valovich asks that we get a clarification at the next meeting

6. MANAGERS REPORT:

Scott Seymour begins by saying we have an army event at the airport until February and that we will be having another group in July and August which will bring in quite a bit of money. He also says that we have tentative dates for Doc the B-29 to come back to Inyokern and that we are hoping to also have "Planes of Fame" present during that time for plane rides. He also tells the board that we were able to cover all costs from the Doc event with donations from the community. Director Valovich asks that the business development committee meet to help with donations for another event. Scott Seymour asks for the directors to put feelers out for any companies on base who need a building to lease. The footing and foundation for the ARFF Garage project was poured and once it is cured the building will begin construction. Director Bates asks about the electric vehicle charging stations that were to be installed and Scott Seymour explained that he is talking to the company about what will happen with the installation since they pulled all of their equipment after we requested changes to the original contract and their proof of insurance.

7. PUBLIC COMMENT:

8. BOARD COMMENT: Director Alvarez mentions that we had a field trip that he helped out with recently and the kids really enjoyed it. He suggested that we try to have more field trips for the local schools. Director Alvarez also mentioned that he feels a pilot lounge with a restroom and internet should be available 24 hours and 7 days a week and that he would like to try to make that possible. Director Valovich suggests that the Facilities, Planning, Equipment and Operations committee start working on some plans for a pilot lounge. Director Valovich suggest doing some work to the façade of the airports big hangar since it is damaged somewhat. Steve Morgan asked if the lease committee should meet to review leases and also says that he would like to have a business development committee meeting to work on some advertising for the building we currently have for lease. Director Valovich asks what opinions the directors have on the time and date of meetings, since we often have trouble getting a quorum. Scott Seymour suggest Flex Fridays at noon, and that we don't have to have a monthly meeting, we could have them quarterly. Scott Seymour also mentions that it is important to be transparent and try not to cancel meetings often. Steve Morgan says he doesn't have any problem attending meetings in the mornings, and Scott Seymour suggests a flex Friday morning meeting time. It is decided that the board think it over and that it be brought back up at the next meeting.

9. CLOSED SESSION: None

10. DISTRICT COUNSEL: None

11. ADJOURNMENT:

Motion was made by Director Bates

TO ADJOURN THE MEETING AT 12:44 PM

Motion was passed by voice vote: 5 ayes

Approved at the 2-13-20 Regular meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: _____