



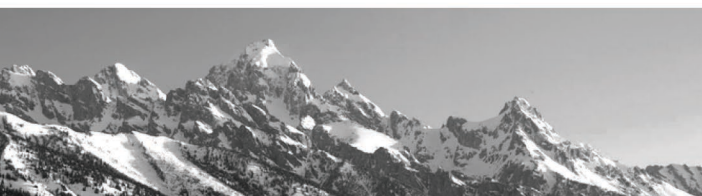
MINUTES OF THE JACKSON HOLE AIRPORT BOARD

Date: February 15, 2023

BOARD PRESENT: Ed Liebzeit, Bob McLaurin, Valerie Brown, Rob Wallace and Melissa Turley were present in person in the Airport Meeting Room.

OTHERS PRESENT: Jim Elwood, Airport Executive Director and Dan Reimer, Airport Attorney.

- I. **CALL TO ORDER:** Board President Liebzeit called the Special Meeting to order at approximately 12:30 PM.
- II. **INTRODUCTORY MATTERS:** Liebzeit presented an outline of the items for discussion during the Special Meeting. Liebzeit explained his approach to the role of Board President and his expectations for Board members and Board meetings during his tenure. Board members discussed the interaction between Board members and Airport Staff. Elwood expressed his view that Board members should feel free to communicate with Airport Staff, but Board members agreed that direction of Staff is within the Executive Director's delegated authority. Board members (along with Elwood and Reimer) provided their backgrounds, principally for the benefit of new Board member Turley.
- III. **BOARD POLICIES:** Reimer presented a memorandum dated February 7, 2023, concerning Staff's workplan for updating Airport policies, particularly as needed in support of the imminent transition of the Fixed Base Operator. Board members discussed particular policies and agreed with the proposed workplan.
- IV. **BOARD PRACTICES:** Board members discussed the manner in which the Board operates and makes decisions. After discussion, the Board agreed to retain the current committee structure, with the exception that the Airport budget would continue to be presented to the Board as a whole. The Board discussed the schedule for upcoming Board meetings, and the particular need to provide an advance schedule (one year or more) so that Board members could avoid conflicts and attend meetings whenever possible. The Board discussed the schedule for the June Board meeting and Board Retreat. (The Board and Staff thereafter scheduled the Board Retreat for June 15-16, 2023, at the Jackson Lake Lodge.) The Board further discussed the use of Airport-provided mobile devices (iPads) and the proper protocol for email communications, including use of Airport and/or personal email accounts. Finally, the Board discussed whether to continue the practice of having the Treasurer review and seek Board approval of the check register. Reimer was tasked with researching whether Board approval is required under state law.
- V. **EXECUTIVE DIRECTOR AND STAFF REPORTS:** Elwood provided his perspective on the state of the Airport and role of the Board. The following Airport Staff were asked to join the meeting: Dustin Havel, Michelle Anderson, Aimee Crook, Craig Foster, Meg Jenkins, Tony



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James P. Elwood, AAE, Executive Director

Cross, Anna Valsing, and Jordyn McDougall. Each staff member previously had provided a written update of the status of programs and projects within their lines of authority. Each made a short presentation and responded to questions from Board members.

VI. SPECIFIC ISSUES: The Board discussed noise issues, including whether to pursue any additional follow-up from the Southern Departure Task Force, including further investigation into fanning. A majority of the Board concluded that, at this time, it would not pursue or recommend the fanning of southern departures. The Board restated that it is not interested in simply moving noise from one neighborhood to another. The Board may choose to revisit the issue of southern departure procedures at some point in the future after RNP equipment is more prevalent. The Board also discussed the continuing need to coordinate with the Town of Jackson on mass transit access to the Airport.

VII. ADJOURN: Upon motion, the Special Meeting adjourned at approximately 4:30 PM.

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Ed Liebrecht

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Ed Liebrecht, President

DocuSigned by:

Melissa Turley

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Melissa Turley, Secretary



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