

**MINUTES**  
**Airport Advisory Board**  
**May 5, 2010**

The meeting was called to order by Chairman Greg Cecil at 12:30 p.m. in the North Terminal Conference Room on Wednesday, May 5, 2010.

Present: Leon Hoffsette, B.J. Hunter, William Carner, Matt Jenne, John Riddick, Greg Cecil  
Kathy Frerking, Tammy Puett, Don Elliott - Airport Administration  
Jill Stedem, John Glascock – Public Works Department, City of Columbia  
Skip Elkin – Boone County Commission

Excused: Ron Craft, Annie Sobel, Randy Eckley

Absent: Gene Allen

APPROVAL OF MINUTES: Bill Carner made the motion to approve the April 7, 2010 minutes, John Riddick seconded the motion and the minutes were approved.

**OLD BUSINESS:**

HES Architectural Design Class Project – Update. The class has scheduled the terminal building design presentations for May 11<sup>th</sup> from 1:00 – 3:30 p.m. Design models will be presented. Media has been invited to cover the event. Anyone needing a parking pass for the presentations should contact Greg Cecil. Greg will check to see if the City can get copies of the plans. It was suggested that, if possible, the models be displayed at City Hall.

Bill Carner's business class did a survey for the airport and he expects to have the final report to present a next month's meeting. There was one survey completed. Affordability and travel time were some of the things that are important to travelers. 58% of the people surveyed were not familiar with Columbia Regional Airport. It was suggested that the Airport find ways to get information to students and parents regarding the airport. Kathy reported that she and Jill had recently attended a presentation by a University PR class that included ideas for reaching the students.

Greg Cecil suggested that the Board work on a Strategic Plan for the airport. It was stated that the Master Plan should be used as a table when working on the Strategic Plan. Leon Hoffsette asked about the status of the Incentives Program and it was suggested that the Incentives Program should be considered in the Strategic Plan.

Election of officers will be held at the June meeting.

The Boone County appointee should be in place by next month.

Airport Advisory Board  
May 5, 2010  
Page 2

**NEW BUSINESS:**

Kathy Frerking reported that she will not be available for the June 9<sup>th</sup> meeting. Leon Hoffsette made the motion to move the June meeting to June 2<sup>nd</sup>, B.J. Hunter seconded the motion and the motion passed. The next Board meeting will be held on June 2, 2010.

**REPORTS:**

Kathy reported that during the terminal tour following the meeting she will discuss terminal capacity issues and the flow of passengers through the lobby and screening point.

The enplanements for April were 2,879, and the load factor for the month was 68%.

The meeting was adjourned by Chairman Greg Cecil at 1:31 p.m.