



**MARTHA'S VINEYARD AIRPORT COMMISSION**

**Finance Subcommittee**

**MEETING MINUTES**

**October 6, 2023**

**Committee Members Present:** Richard Knabel, Bob Zeltzer, Geoff Wheeler, Norm Werthwein

**Absent:**

**Airport Management / Staff Present:** Ann Metcalf, Geoff Freeman, Denise Tawa

**Commissioners:** None

**Public Present:** None

**Call to Order:** Mr. Knabel called the meeting to order on October 6, 2023 at 10:00 am

**Minutes:** Mr. Knabel called for a motion to approve the minutes from September 8, 2023.

**The minutes were approved as amended for spelling errors.**

**Motion:** Mr. Wheeler

**Second:** Mr. Werthwein

**Vote:** 4-0-0

**Review of Financial Reports**

Ms. Metcalf presented the Income Statements, Cash Flow, FBO sales, A/R Aging, Outstanding Capital Project Receivable report and the Capital Project Cash flow.

**Chair's Report:** Mr. Werthwein led a discussion on the computation of the FY23 County allocation of overhead. The finance committee is recommending the payment of the \$102,528 allocation amount.

**Director's Report:** Mr. Freeman did not have anything to report.

- 1) Mr. Freeman lead a discussion on the FAA Terminal Funding application and associated design options and estimates.
- 2) Mr. Freeman is currently meeting with FAA and Massdot representatives regarding the airport's annual capital improvement plan.
- 3) The appraisal is underway for Runway 264's easement.
- 4) Upcoming maintenance projects. Roof Repair: \$10,000. Asphalt repair: \$10,000

This notice is posted in accordance with G.L. c. 30A, §20(c) & 940 CMR 29.03(3) and amendments thereto

Geoff Freeman  
Airport Director  
Executive Officer  
Martha's Vineyard Airport Commission

**Next Meeting:**

Mr. Knabel announced the next regularly scheduled Finance Committee meeting: 10am, Friday, December 8, 2023.

**Adjourn :** Mr. Knabel adjourned the meeting at 11:00 am.

**Motion :** Mr. Zeltzer

**Second:** Mr. Werthwein

**Vote:** 4-0-0