

**GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY  
2800 TERMINAL DRIVE, GREAT FALLS, MT 59404  
BOARD MEETING MINUTES**

**May 28, 2024**

**CALL TO ORDER**

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, May 28, 2024, at 1:00 PM in the Airport Board Room. Casey Lalonde called the meeting to order. Roll call was taken.

Board Members Present:	Casey Lalonde Cameron Swathwood	Sean Hoven	Terry Thompson
------------------------	------------------------------------	------------	----------------

Staff Present:	John Faulkner Lara Tait	Rod Hall	Chayleen Person
----------------	----------------------------	----------	-----------------

**CONSENT AGENDA:**

**A motion was made by Commissioner Thompson and seconded by Commissioner Hoven to approve the Consent Agenda as follows:**

**Consent Agenda**

- a. Approval of Board Meeting Minutes from April 2024
- b. Payroll checks totaling \$124,657.31 for April 2024
- c. REVISED Maintenance & Operations checks #28143-28221, 28226-28243 totaling \$616,007.21 for March 2024
- d. Maintenance & Operations checks #28222-28225, 28244-28274 totaling \$113,931.11 for April 2024
- e. Approve Passenger Facility Charge totaling \$63,633.55 for April 2024
- f. Financial Reports for April 2024

**The motion passed unanimously.**

**DIRECTOR'S REPORT:**

Director Faulkner reported on the following:

- The Financial Report was reviewed.
- The Airport is getting close to getting a deal done to lease the entire warehouse building. Build out costs came back too high so staff is currently working with Dick Anderson to get costs down.
- Staff is working to finish off the Phase I punch list on the security upgrades before commencing Phase II.
- A construction update was given.
- The Director attended the Jump Start conference last week. The pilot shortage issue has been resolved but regional jets are hurting the economics in smaller markets so it's necessary to use mainlines. There were positive discussions on California service that will continue into the fall.
- The Director is working on a presentation to update the City and County Commissions on the Airport.

- Several applications were received for Commissioner Hustad's open position.

### **GENERAL BUSINESS:**

#### **1:19 O & M Budget FY 24-25**

**A motion was made by Commissioner Swathwood and seconded by Commissioner Thompson to approve the O & M Budget FY 24-25 as presented. The motion passed unanimously.**

#### **1:42 Title VI Plan**

**A motion was made by Commissioner Thompson and seconded by Commissioner Swathwood to approve the Title VI Plan as presented. The motion passed 3 (Lalonde, Swathwood, Thompson) to 1 (Hoven).**

#### **2:12 Director's Review (closed meeting)**

The board meeting was closed at 2:12 PM for a personnel issue. No action was taken. The meeting was reopened at 3:14 PM and the following business was conducted.

#### **3:14 Director Compensation Recommendation**

**A motion was made by Commissioner Hoven and seconded by Commissioner Thompson to approve a 3% increase to the Director's base salary and to extend the Employment Agreement an additional year to expire May 2027 as presented. The motion passed unanimously.**

### **AIRPORT AUTHORITY BOARD COMMENTS:**

- Commissioner Hoven stated the Feds are over reaching.
- Steve Brown stated that the Director's hard work and effort is appreciated in the community and around the State and thank you for all he does.

### **PUBLIC COMMENTS:**

- None.

---

Casey Lalonde, Chair

---

John Faulkner, Secretary