

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
January 3, 2023

I. Call to Order

Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on January 3, 2023 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

The Pledge of Allegiance was led by Oliver Schrupf and recited by all board members and guests.

IV. Roll Call

The following persons were present:

- ✓ Dalton Langford, Chairman
- ✓ Missy Amidon
- ✓ Wilmer Dugas
- ✓ Mike Granger
- ✓ Tommy Little

Also present at the meeting were: Airport Director Tim LaFleur, Darla Perry, Oliver Schrupf, Steven Derouen, Joanne Coleman, and Chuck Stutes, via telephone conference call.

V. Approval of minutes from December 6, 2022

Wilmer Dugas offered a motion to approve the minutes of the December 6, 2022 regular monthly meeting, 2nd by Mike Granger. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

VII. Approve Financial Audit and SAUP for FYE 06/30/2022

Steven Derouen reported that the West Calcasieu Airport Managing Board's assets as of June 30, 2022 totaled \$11,148,674, compared to \$10,489,180 the prior year. He also reported that the Port's liabilities totaled \$424,784. The Airport's net position for fiscal year ending 6/30/2022 was \$10,723,890. He reviewed the summary of his report stating the Auditor's Results: Unmodified opinion on financial statements, no material weaknesses or significant deficiencies in internal control noted, and no instances of non-compliance noted.

Mr. Derouen also reviewed the recommended changes to the SAUP, stating the management response is that the West Calcasieu Airport Managing Board will update their policies to include recommended Legislative Auditor language and postings.

Wilmer Dugas offered a motion to Approve Financial Audit and SAUP for FYE 06/30/2022, 2nd by Mike Granger. No opposition. Motion carried.

VIII. Update Airport Policy Manual/Procedures for Auditor Recommendations

Darla Perry stated that they have corrected the Airport Policy Manual/Procedures, per the auditor's SAUP recommendation.

After a brief discussion, a motion was made by Mike Granger to approve a resolution to update the Airport Policy Manual/Procedures for Auditor Recommendations, 2nd by Tommy Little. No opposition. Motion carried.

IX. Finance Report

Darla Perry reported that July through November 2022 they budgeted \$303,375 revenue and they are at \$377,407. The total expenses were budgeted at \$229,544 and they are at \$251,805. The net ordinary income was budgeted at \$22,821 and they are at \$14,400.

After a brief discussion, Wilmer Dugas made a motion to approve the Finance Report as presented, 2nd by Missy Amidon. No opposition. Motion carried.

X. Director's Report

Tim LaFleur reported that they were still waiting for Angelico to complete repairs on the T-Hangars. They have a pre-construction meeting January 12 with Pat Williams Construction for the demo and construction of new bulk hangars.

After a brief discussion, Mike Granger made a motion to approve the Director's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

XI. Engineer's Report

Chuck Stutes reported the T Hanger project is in progress. They are having a meeting January 5. The preconstruction meeting for the Hangars A & C project is January 12. The offer on Hangar B is in Congress and as soon as it is approved, they will be ready to go out for bids on that project. Mr. Stutes also reported that they are days away from being ready for to receive bids on the Terminal Building.

After a brief discussion, Mike Granger offered a motion to accept the Engineer's Reports as presented, 2nd by Wilmer Dugas. No opposition. Motion carried

XII. Old Business/New Business

There was no old business/new business at this time.

XIII. Public Comments

There were no public comments at this time.

XIV. Chairman's Update

There was no Chairman's update at this time.

XV. Adjournment

The meeting was adjourned at approximately 5:12 p.m.



President



Secretary