

May 10, 2025

Lakeway Airpark Board Meeting – Approved Minutes

Meeting call to order by President Pat Hall

Board Attendees: Pat Hall, Erik Mulloy (phone), Josh Cobb, Jeff Brinkman (phone)

Quorum: A quorum was reached

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|--------------------------------|--------------|----------------|-------------|----------------|
| Meeting Room Attendees: | Bill Gunn | Robert Turchan | Tim Chinn | Terry Priestap |
| Mike Torbett | Andy Trevino | Bill Kulpa | Steve Smith | Joe Bain |
| Nava Gudipaty | John Rhodes | Tim Both | Eric Necker | Chuck Scott |
| | | | | Russ Norwood |

Secretaries report – Josh Cobb

- The May 10th 2025 meeting agenda was presented and approved by the Board
- The March 8th 2025 meeting minutes was presented and approved by the Board

Financial report – Erik Mulloy

- Update on fuel discount and credit card number changes / management. **Steve Smith and Bill Kulpa will be managing the fuel discount program.** Thank you Steve and Bill!
- Update on annual tracking in QB Online of Members and running member reports. **Josh and Erik coordinate and all the custom reports Josh asked for.**
- Update on Ramp Leases and Runway Access agreements uploading to QB / Erik uploaded all the ramp leases and taxiway agreements. Runway Access agreement do not expire (1 and done). Ramp Leases are annual.

Maintenance update – Steve Smith gave a maintenance update. Pilot Shack roof repair is completed. FOD walk completed morning of board meeting. Pat mentioned runway degradation and some ramp degradation. Recommends next year (2026) a seal coat and crack seal. Mike Torbett mentioned a “sink hole” down at the north end of the runway. Pat mentioned it is stabilized (near the drainage pipe at north end, near where it intersects with the runway).

Social committee – Scott Epley: possible social event 3rd week of June (dinner). **Scott.**

Airpark safety – Jeff Brinkman

Old Business

- Review Checklist and timeline for annual meeting
 - Annual meeting Checklist. Prep, Notifications, Documents, Notices, Sequencing, Committees, Actions.
 - **Now to 60 days before June 7th (date of the Annual Meeting)**
 - Room booked – Done, June 7th @ 10am, doors open at 9:30am
 - Nominating Chair chosen by the President – Done, Jesse Beckett
 - Nominating Committee members chosen and meet (Nominating Committee) // Done
 - **Nominees identified and nominee statements collected and shared with the Board (Nominating Committee)** Discuss “nominating committee” results
 - Board discusses entire process
 - **Between 60 and 10 days before the Annual meeting**
 - Membership notified via email of annual meeting - Done
 - Membership notified that renewal dues must be received by 30 days before mtg to retain voting rights at upcoming annual mtg. “Don’t forget to pay your dues!” - Done
 - Nominee statements shared (via email by Josh) and printed and posted in Pilot Shack. **Steve Smith, Bill Kulpa, Phil Thompson (on Airpark)**
 - Notice of annual meeting posted at the Pilot Shack in conspicuous location. – Done

- **Between 30 and 10 days before the Annual meeting**
- A list of all voting eligible members, denoted as such, is printed and posted inside the Pilot Shack. Secretary. **TBD before May 28th**
- A list of all members, including those NOT eligible to vote is printed and posted inside the Pilot Shack. Secretary. **TBD before May 28th**
- Teller committee chosen by the President. – **Done, Tim Chinn & John Rhodes**
- Agenda for Annual meeting emailed to the membership **TBD before June 2nd**

- **Prior to the Annual Meeting**
- **Membership Certificates are printed for eligible members via mail merge. Secretary.**
- **Blank membership certs avail just in case. Secretary.**
- Ballots are printed for Class 1, Class 2, Class 3, Class 4. Provisional ballot printed. Secretary.
- Any proxies are filled out and returned to another member or sent out and collected (by any member so choosing) and brought to the annual meeting at the start and submitted upon arrival.
- Teller Committee vote counting/recording template printed (Teller committee chair) – Tim Chinn & John Rhodes.
- Minutes from 2024 Annual meeting printed and brought to meeting. Secretary.
- Agenda for the 2025 Annual meeting printed and brought to meeting. Secretary.
- Annual meeting attendee sign in sheet printed and ready. Secretary.
- Pens available. Secretary.

- **Morning of Meeting, Prior to Start**
- President, Secretary and Teller Committee members meet and coordinate
- Treasurer check-in on any last-minute proxies, mail, membership certs, etc.
- Table with paperwork, ballots, member certificates, etc. set up
- Joe Bain FAA award to be presented

New Business

- Debrief Airpark Aviation Day. Went well. Good turn out. Many benefitted from both a career pov and GA. Thank you to all the volunteers & safety helpers (Jeff Klaas, Terry Priestap, et al) & refreshments (Kim Mulloy, Rosie Babin and Gretchen Nearburg) & scholarship (Kim Mulloy via LCC)
- Update on new hangar buildings and any taxi-way work planned (lowering the 'hump'?). Scott Epley mentioned that the hump is a hot topic in terms of doing the work to remediate this. Erik has spoken to Haitham about remediation and WIP for cost and time, which is coming in for review. Erik Mulloy mentioned that Erik and Jeff are planning a gate to prevent public traffic from Blue Jay up to the hangars. Pat mentioned that we continue to recommend for transient/unfamiliar to not use the taxiway right now during construction.
- Quick discussion re: new homeowners that have bought lots / planning to build at south end. Robert Turchan discussed lots SE and the 2 lots south of his home and the large hangar. Sam Abrahamson wants to combine the two lots. Just to the north of Turchan Tod Arbogast is going to build and the next lot north of that has been recently sold to Mark Mower (pilot family) and would build something but no ETA. Also 1 more lot behind the large hangar at the south end of the Airpark (0.6 acres) zoned for a house with a hangar... asking \$330K.
- Vote for 1st, 2nd and 3rd place recipients of the LCC Grant for Aviation Career Day – Board. Vote results: #1: Lucien Williams (\$1000) and tie for #2: Maria Lofgren & Isabel David. // LCC would like the Airpark to notify by email and present the awards in person at the next Airpark Open house (Sat. July 12th @ 8:30). **Josh to send winner emails and invites for July 12th.**
- Secretary of State filings / **Josh Cobb & Jeff Klaas to discuss.**
