

**May 9, 2026**

**Lakeway Airpark Board Meeting – Approved Minutes**

**Meeting called to order by President Pat Hall at 9:29am**

**Board Attendees:** Pat Hall Phil Thompson Erik Mulloy Bill Kulpa  
Josh Cobb Scott Epley (phone)

**Quorum:** was reached

**Meeting Room Attendees:** Sam Lynch Tim Chinn Terry Priestap Mike Torbett

**Secretaries report – Josh Cobb**

- The May 9<sup>th</sup> 2026 meeting agenda to be presented and approved by the Board
- The April 11<sup>th</sup> 2026 meeting minutes to be presented and approved by the Board
- Annual meeting planning update (progress report) was given by Josh. Members eligible to vote will be posted this weekend (May 9/10) in the shack by Josh
- Bill Kulpa will fill in for Josh's normal secretary duties at annual mtg and for June and July regular Board mtgs

**Financial report – Erik Mulloy**

- Reviewed Financials satisfactorily
- A CD matures June 2<sup>nd</sup> to align with our fiscal year. Erik will share how much we have and what is suggested to roll into a new one.

**Maintenance update – Steve Smith not in attendance. Bill Kulpa gave an update**

- Tie down ropes need to be replaced in certain tie down spots.
- Monitoring runway condition. Discussion about timing of next crack seal and seal coating.
- Next workday on June 13<sup>th</sup> Bill Kulpa and Steve Smith will paint the numbers and threshold markings. Needs 8-10 volunteers to work during workday at 8:30am on June 13<sup>th</sup>. Pat will Notam 8am-Noon. Bill to send out an email to 3R9 asking for volunteers

**Social committee – Scott Epley**

- Movie Night May 23<sup>th</sup>: "Fly Away Home". Hangar B2. Josh to publish on social media. Scott is point.

**Airpark safety – Bill Gunn**

- Putting up rock wall and barricade to help reduce youngsters getting on runway with ebikes.
- Josh to test a couple of new signs in August. Josh

**Old Business**

- Hangar 5 & 6. We have an existing law suit by Texas roof repair is suing as the land holder despite the real issue being between the roof company and the developer of the two hangars. We need to reply by May 18<sup>th</sup>. Pat will reply. Pat has talked to Haythem about it. Haythem believes he has solved the problem, but we are not sure because we have not received word of it being solved by anyone. We are caught in between. We have \$5K of prepaid attorney fees. Goal right now: prevent a summary judgement. Drainage pond work just started.
- Bill Kupla has a sign from Stokes sign for our parking lot
- Gone West sign that is durable. Expecting 18" high by 15" wide with 3" wide plaques that mount on the sign for each person to remember. Total cost is around \$200. Little plaques get engraved for \$35 each at Stokes.

**New Business**

- Request for approval to hang a framed movie poster in the Shack (THREE ROMEO NINER, A Love Story) over the computer in the corner – Josh Cobb // unanimous approval.

Meeting adjourned: 10:14am

Annual meeting Checklist. Prep, Notifications, Documents, Notices, Sequencing, Committees, Actions.

**Now to 60 days before June 6<sup>th</sup> (or the date of the Annual Meeting)**

- Room booked **DONE**
- Nominating Chair chosen by the President
- Nominating Committee members chosen and meet (Nominating Committee)
- Nominees identified and nominee statements collected and shared with the Board (Nominating Committee)
- Board discusses process

**60 days before the Annual meeting [April 5]**

- Membership notified that renewal dues must be received by 30 days before mtg to retain voting

**Between 60 and 10 days before the Annual meeting [April 5 – May 27]**

- Membership notified via email of annual meeting
- 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!"
- Nominee statements shared (via email by Josh) and printed and posted in Pilot Shack.
- Notice of annual meeting posted at the Pilot Shack in conspicuous location.
- A list of all **active** members is printed and posted inside the Pilot Shack .

*Due to nominations being accepted at the annual meeting, it is possible to have a contested election even if none is planned before the meeting. Therefore the secretary needs to be ready to conduct an election.*

**Between 30 and 10 days before the Annual meeting**

- A list of all **voting** eligible members is printed and posted inside the Pilot Shack .
- Teller committee chosen by the President, if needed
- Agenda for Annual meeting emailed to the membership.

**Prior to the Annual Meeting**

- Membership Certificates are printed for eligible members via mail merge.
- Blank membership certs avail just in case.
- Ballots are printed for Class 1, Class 2, Class 3, Class 4. Provisional ballot printed.
- 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)
- Minutes from 2024 Annual meeting printed and brought to meeting
- Agenda for the 2026 Annual meeting printed and brought to meeting
- Annual meeting attendee sign in sheet printed and ready
- Pens available (inside the annual meeting flight case)

**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

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