

**SMITH REYNOLDS AIRPORT BOARD
3801 NORTH LIBERTY STREET
WINSTON-SALEM, NORTH CAROLINA 27105
MINUTES OF MEETING**

A hybrid meeting of the Smith Reynolds Airport Board was held on Tuesday, September 16, 2025, at 4:00 p.m. with a quorum present.

Smith Reynolds Airport Board Members Present:

Mr. Thomas McKim, Chairman
Ms. Gayle Anderson, Vice Chairman
Mr. Perry Hudspeth, Board Member
Mr. Clarence Lambe, Board Member
Ms. Cynthia Jeffries, Board Member
Mr. Basil Yap, Board Member
Ms. Tonya McDaniel, County Commissioner, Board Member (Remote)
Ms. Alexandria Shaw, Board Member

Also Present:

Mr. Mark Davidson, A.A.E.; Airport Director, Forsyth County
Ms. Becca Colangelo, Signature Aviation
Mr. Anthony Charaf, North State Aviation
Mr. James Moose, Avcon, Inc. (Remote)
Mr. Bob Oglesby, AOPA
Mr. Shoaib Quader, Forsyth County
Ms. Shanna Smith, Forsyth County
Mr. Greg Purvis, Forsyth Technical (Remote)

Purpose of Meeting: To review the following agenda items and pass the necessary motions for conducting airport business.

1. Call to Order

Chairman McKim called the September 16, 2025, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.m.

2. Conflict of Interest Statement

Chairman McKim read the following statement: "It is the duty of every Smith Reynolds Airport Board member to avoid conflicts of interest. If any Board Member has a conflict of interest or appearance of conflict with respect to any matters coming before the Smith Reynolds Airport Board today, they should identify the conflict, refrain from any participation in the matter involved, and leave the meeting room during Board consideration of such matter. No Airport Board Member may discuss or vote on any contract with a nonprofit organization, or any appropriation to the nonprofit, if that Board Member is a director, officer, or governing board member of the nonprofit organization."

3. Approval of Minutes

A motion was made to approve May 20, 2025 (Regular minutes).

Motion	Lambe
Second	Jeffries
Result	Approved
Vote	Unanimous

4. Public Comments

No public comments

5. Financial Review

Mr. Davidson gave an overview of the Airport Department's financial statements developed by the County's Oracle System for May, June, July, and August. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

6. Remote Meeting Option

The Remote Participation Policy was adopted by the County Commissioners on June 23, 2022, and it applies to County-appointed boards, including the Airport Board. Therefore, it is necessary for the Airport Board to select a meeting option each year.

After much discussion, there were no motions to approve any meeting option and the proposed agenda item was tabled until the next meeting. Before the next meeting, the Airport Director was asked to discuss with the County Attorney the feasibility to approve the hybrid meeting option that included a policy that required members to participate in person unless the Board Member had a qualifying event that kept them from attending in person. The policy would be similar to the one applied to the County Commissioners.

7. Office Lease - Eye Candy Aviation

An action item was presented to approve a lease amendment for Eye Candy Aviation for additional office space in the Terminal Building.

A motion was made to allow the County Manager to execute a new lease amendment after it has been executed by Eye Candy Aviation and processed in the County's Contract Control System and approved by the County Attorney.

Motion	Lambe
Second	Anderson
Result	Approved
Vote	Unanimous

8. Economic Development Update

Mr. Davidson reported a great turnout for the Ribbon Cutting Ceremony of the Terminal Building and shared photos.

Little progress was made on getting the 401 and 404 Permits for the MRO Hangar and Taxilane Lima Project. The NCDOT Division of Aviation is requesting additional funds to pay for the additional planning work requested by the NCDEQ.

Mr. Davidson gave an update on the construction at North State Aviation with Bar Construction and reported issues with the foundation not matching the design plans. Construction Manager, James Anderson, is meeting with Bar Construction to address the issue. Piedmont Propulsion Systems Floor "Pit" Project is undergoing asbestos testing, and the construction bid should be advertised within the next couple months.

9. Capital Improvement Update

Lomax Construction was the lowest bidder for the Tower Project and is currently waiting for the NCDOT to issue the grant so the Airport can enter into a construction agreement. RG Tenney Electric, Inc. is working on the Airfield Lighting and Signage Rehabilitation Project.

Mr. Davidson gave an update with photos of the 3820 Carwash Project and advised it should be done by November. The Lower Parking Lot Project design is 30% complete and construction will be next year. Revels Construction is working on the perimeter fence project along North Liberty Street and started that project last week.

10. Airport Operations Update

Mr. Davidson shared the operational data including flight operations, rental car revenue, and fuel volumes.

Forsyth County Fun Fest is on Saturday, September 20, 2025, and the Airport will have a table.

Jim Shaw ACE Academy and Forsyth Tech are hosting a Flight Festival on Saturday October 25 from 10 a.m. to 3 p.m. The event will include STEM Demos, vendors, exhibitors, aircraft displays, paper airplanes, bouncy house, food trucks, drones, and robots.

The next SRAB Meeting is to be held on November 18, 2025.

12. Other Business

No other business was discussed.

13. Adjourn

A motion was made to adjourn the meeting at 4:47 p.m.

Motion	Lambe
Second	Hudspeth
Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:

Mark R. Davidson, A.A.E., Airport Director

Received:

Thomas F. McKim, Chairman