

**ROGUE VALLEY INTERNATIONAL-MEDFORD AIRPORT
ACE BOARD MEETINGMINUTES
APRIL 19, 2010**

I. Call to Order

The ACE Board meeting was called to order by Vice Chair, Bill Hoke, at 12:55 p.m. in Conference Room B at the Rogue Valley International-Medford Airport.

II. Roll Call

Members Present: Scott Anderson, Alan Bender, Jody Jensen, Jim Kelly, Brad Hicks, Bill Hoke, Robert MacLellan, Tamara Olson, and Gordon Safley.

Guests Present: Bern Case, Marcy Black, Brian Gebhard, Robert Russell, and Vickie Waltner, Airport; Art Lumley, Lois Weathers, and Al Willstatter, ACE Board; Mark Thompson, ARFF; Jack Walker, County Commissioner's Office; Cary Stauffer, Erickson Air Crane.

III. Approval of March 15, 2010, Minutes

Bill Hoke called for a motion to approve the minutes. Gordon Safley moved to approve the minutes as written, and the motion was seconded by Scott Anderson. The motion passed by voice vote, none opposed.

IV. Old Business

Bern Case reported that it is the Board's prerogative to schedule ACE meetings; however, the only required meeting is in July.

Bern said when Joe Molzer resigned, he sent the ACE Parking Donation Box key to Airport Administration, and Airport Administration would like to turn it over to someone on the Board. Bill asked Al Willstatter if he would like the key, but Al said he has a key. Bern suggested since the box holds cash, maybe two people should check the box. Bill said he will take the key and check the box with Al after the meeting. Al suggested placing another box in ACE parking for a better yield. Bill said the box needs to be checked at least once a month after the meeting, and a report given at the following meeting or by email of the amount received. Brad suggested looking into the possibility of having a donation box for artwork at the exit lanes in the parking lot.

V. New Business

Bern said the KC-97 bricks were reemphasized in the last ACE Newsletter using the Airport's phone number, and a call has been received for a brick. He said his goal is to "not get us awkward with the County on doing stuff for a non-profit organization," so he would like to turn over the process to the Board. Marcy Black provided information from previous brick sponsorships and gave an overview of the current process. Al volunteered to take calls and order bricks once the form is updated. Brad Hicks made a motion to revise the form, offer bricks at \$50 without a logo, and refer calls to Al, and the motion was seconded by Scott Anderson. The motion passed by voice vote, none opposed.

Tamara Olson suggested placing a sign in a vacant advertising Diorama space in the terminal to advertise sponsoring a brick. Bern said the production cost for a sign is hundreds of dollars, and the Airport has a tenant policy of no paper signs. Scott suggested have copies of the form in the KC-97. Brad said the information booth would be a good place to have forms.

Bern suggested placing a sign at the Donation Box saying that donations go toward art in the terminal. Bill asked members to think of ideas for a sign at the Donation Box, and the item will be tabled until the next meeting.

Art Lumley said he has a few ideas for articles in the next newsletter: the 911 tower, a couple of women at Medford Air who are taking flying lessons so they can be better versed with dealing with their customers, pictures of the old terminal that he purchased from the Southern Oregon Historical Society booth at the Pear Blossom Fair in Hawthorne Park, and wildlife efforts at the Airport. Bern said an idea for the June newsletter is an article on the firm doing the Master Plan.

Art said he provided color photographs that he was trying to sell for \$25 each, then reduced to \$10 each, and would like permission to sell them at \$5 each. Bill told Art to go ahead.

Al asked if someone bought a brick, could they get a photograph. Brad suggested giving them a KC-97 book. Bill said that might not be a bad slogan, "Buy a brick, get a book."

Bill asked whether or not a thank-you letter had been sent to the ACE Parking Lot Sponsors other than the appreciation luncheon and tour held in October. No letters had been sent. He said if the Airport will draft a letter, he will sign it. He also said if a check is put in the donation box or it is known who puts money in the box, the Committee can send them a thank-you letter.

Bern suggested sending a letter to Joe Molzer thanking him for his time and service. Bill asked the Airport to draft both those letters and he will sign them.

VI. Adjournment - The meeting was adjourned at 1:20 p.m.

Respectfully Submitted,

Vickie Waltner

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Recording Secretary

(Attachments as indicated)