

MINUTES

Claremore Economic Development

Board of Trustees Regular Meeting

Location: Neely Agency

Address: 965 W Will Rogers Blvd., Claremore, OK 74017

Date: April 18, 2024 Time: 3:00 p.m.

CALL TO ORDER:

The meeting was called to order at 3:05 p.m. by Chairman Jerry Schivally, and a quorum was declared.

BOARD OF TRUSTEES PRESENT:

Mr. Green, Mr. Fleetwood, Mr. Neely and Mr. Schivally were present.

BOARD OF TRUSTEES ABSENT: Mr. Collins, Ms. Stutzman Fortna and Mr. Frazier

OTHERS PRESENT:

Meggie Froman-Knight, Bailey Thompson, Colby Linder Claremore City Manager, John Feary and Assistant City Manager, Stan Brown. Caitlyn Ngare arrived at 3:12. Bailey Thompson, Colby Linder, Caitlyn Ngare and Stan Brown stepped out for the first executive session at 3:18. Stan Brown did not return after the first executive session. Bailey Thompson, Caitlyn Ngare and Colby Linder returned at 4:01. John Feary stepped out at 4:23 and stepped back in at 4:24. Bailey Thompson, Caitlyn Ngare and Colby Linder stepped out for the second executive session and did not return to the meeting.

INTRODUCTION OF CLAREMORE REGIONAL AIRPORT MANAGER, COLBY LINDER

Jerry Schivally took the time to welcome Colby Linder to the team. Jerry allowed Colby to introduce himself to the board. Colby Linder received his Bachelor of Science in Aerospace Administration and Operations from Oklahoma State University. His previous airport experience is from Stillwater Regional Airport and the Tulsa Airports Improvement Trust. His most recent experience is in customer communications and quality control at Quality Aircraft Accessories.

DISCUSSION AND APPROVAL OF MARCH 28, 2024, REGULAR MEETING MINUTES

Motion to Approve by Mr. Fleetwood

Second by Mr. Neely

Motion Carried: Unanimously

DISCUSSION AND APPROVAL OF CLAREMORE ECONOMIC DEVELOPMENT FINANCIALS

a. Claremore Economic Development Management Report Ending March 31, 2024

Motion by: Mr. Neely

Second by: Mr. Fleetwood

Motion carried: Unanimously

DISCUSSION AND APPROVAL OF AIRPORT FINANCIALS

a. Airport Management Report Ending March 31, 2024

Motion by: Mr. Neely

Second by: Mr. Fleetwood

Motion carried: Unanimously

MOTION AND VOTE TO ENTER INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSES:

a. Conferring on matters pertaining to economic development for which public disclosure of the matters discussed would violate the confidentiality of the subject businesses authorized by Okla. Stat. tit. 25, Section 307(C)(11)

Motion by: Mr. Fleetwood

Second by: Mr. Green

Motion carried: Unanimously

MOTION AND VOTE TO ACKNOWLEDGE RETURN TO OPEN SESSION

Motion by: Mr. Neely

Second by: Mr. Green

Motion carried: Unanimously

STATEMENT OF EXECUTIVE SESSION MINUTES

“During the Executive Session, the Trustees discussed confidential matters related to economic development projects. No other matters were discussed and no actions were taken.”

DISCUSSION AND POSSIBLE ACTION REGARDING ECONOMIC DEVELOPMENT PROJECTS

There were no actions taken out of Executive Session

DIRECTOR'S REPORT

Meggie Froman-Knight reported to the board that she and Caitlyn Ngare will be traveling to Reading, PA to meet with the team at Reading Truck to help with their expansion here. Meggie also shared with the board the progress of the strategic plan that was implemented at the end of 2023.

Claremore Regional Airport

Meggie Froman-Knight welcomed Colby again. She shared with the board that she and Colby started the week at the OAOA Conference. The C-Block hangar door repair is finishing up with the seal work starting this weekend. Meggie Froman-Knight reminded the board that the Claremore Regional Airport is hosting the Tulsa Air and Space Museum Rt. 66 run on May 4th.

MOTION AND VOTE TO ENTER INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSES:

- a. Conducting confidential communications regarding personnel matters as authorized by Okla. Stat. tit. 25, Section 307(B)(1).*

Motion by: Mr. Fleetwood
Second by: Mr. Neely
Motion carried: Unanimously

MOTION AND VOTE TO ACKNOWLEDGE RETURN TO OPEN SESSION

Motion by: Mr. Neely
Second by: Mr. Fleetwood
Motion carried: Unanimously

STATEMENT OF EXECUTIVE SESSION MINUTES

“During the Executive Session, the Trustees discussed confidential matters related to personnel matters. No other matters were discussed and no actions were taken.”

DISCUSSION AND POSSIBLE ACTION REGARDING PERSONNEL MATTERS

There were no actions taken out of Executive Session

COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS - INCLUDES NEW BUSINESS WHICH COULD NOT HAVE BEEN FORESEEN AT THE TIME OF POSTING OF THE AGENDA.

ADJOURN:

Chair Mr. Jerry Schivally called for a motion to adjourn.

Motion by Mr. Neely
Second by Mr. Fleetwood
Motion Carried Unanimously

Meeting adjourned: 5:09 pm

Staff Recorder:



