

MINUTES

Claremore Economic Development



Board of Trustees Regular Meeting

Location: Neely Agency

Address: 965 W Will Rogers Blvd, Claremore, OK 74055

Date: April 16, 2025 Time: 3:00 p.m.

CALL TO ORDER:

The meeting was called to order at 3:05 p.m. by Vice Chair Brian Green, and a quorum was declared.

BOARD OF TRUSTEES PRESENT:

Mr. Green, Mr. Fleetwood, Ms. Stutzman Fortna, Mr. Neely were present.

Mr. Frazier arrived at 3:08 PM

BOARD OF TRUSTEES ABSENT:

Mr. Schivally and Mr. Collins were absent.

OTHERS PRESENT:

Staff: Meggie Froman-Knight, Colby Linder, Bailey Thompson, and Silas Ellis. Assistant City Manager, Stan Brown. John Feary arrived at 4:05 PM

Colby Linder, Bailey Thompson and Silas Ellis left for Executive Session at 4:26 PM and did not return. Stan Brown stepped out at 3:58 PM and did not return.

INTRODUCTION OF NEW AIRPORT STAFF

Claremore Regional Airport Manager, Colby Linder

- a. Introduction of Line Attendant, Leighton Polk

Leighton was unable to attend the meeting. This item was struck and will be included at a later meeting

DISCUSSION AND APPROVAL OF MARCH 10, 2025, SPECIAL MEETING MINUTES

Vice Chair - Brian Green

Motion to Approve by: Mr. Fleetwood

Second by Mr. Neely

Motion Carried: Unanimously

DISCUSSION AND APPROVAL OF CLAREMORE ECONOMIC DEVELOPMENT FINANCIALS

Vice Chair - Brian Green

Claremore Economic Development Management Report Ending February 28, 2025

Staff recommendation to the board was to table the financials due to clean up work being completed for the time frame

Motion to table by: Ms. Stutzman Fortna

Second by: Mr. Neely

Motion Carried: Unanimously

DISCUSSION AND POSSIBLE ACTION TO TAKE TABLED CLAREMORE REGIONAL AIRPORT FINANCIALS OFF THE TABLE

Vice Chair - Brian Green

Claremore Regional Airport Management Report Ending December 31, 2024

Claremore Regional Airport Management Report Ending January 31, 2025

This item was struck from the agenda in line with previous comments about clean up work being completed.

DISCUSSION AND APPROVAL OF CLAREMORE REGIONAL AIRPORT FINANCIALS

Vice Chair - Brian Green

Airport Management Report Ending December 31, 2024

Staff recommendation to the board was to table the financials due to clean up work being completed for the time frame.

Motion to Table by: Mr. Fleetwood

Second by: Mr. Neely

Motion Carried: Unanimously

DISCUSSION AND APPROVAL OF CLAREMORE REGIONAL AIRPORT FINANCIALS

Vice Chair - Brian Green

Airport Management Report Ending February 28, 2025

Staff recommendation to the board was to table the financials due to clean up work being completed for the time frame

Motion to Table by: Mr. Fleetwood

Second by: Mr. Frazier

Motion Carried: Unanimously

PRESENTATION OF CLAREMORE ECONOMIC DEVELOPMENT FY25-26 DRAFT BUDGET

Executive Director - Meggie Froman-Knight

PRESENTATION OF CLAREMORE REGIONAL AIRPORT FY25-26 DRAFT BUDGET

Airport Manager - Colby Linder

DISCUSSION AND POSSIBLE ACTION TO CERTIFY THE FISCAL YEAR 2023 - 2024 FINANCIAL AUDIT

Vice Chair - Brian Green

Staff recommendation to the board was to table the audit pending the auditor's report of the audit being completed.

Motion to Table by: Mr. Frazier

Second by: Mr. Fleetwood

Motion Carried: Unanimously

DIRECTOR'S REPORT

Executive Director - Meggie Froman-Knight

Meggie Froman-Knight shared with the board the Opportunity Hub will be on May 6th. She provided information that there has been a new president named for Rogers State University, pending approval from the Board of

Regents. She shared that staff has helped a record number of local companies through the incentive process, mostly being BEIP.

a. CLAREMORE REGIONAL AIRPORT UPDATE

Airport Manager - Colby Linder

Colby Linder shared with the board that the Commercial Box Hangar is nearing completion. The FBO Remodel is underway as well. The removal of the hangar that caught fire is still ongoing, but the bulk has been torn down. Colby shared with the board that he has been selected as the Northeast Regional Director of OAOA in addition to receiving the Oklahoma Certified Airport Professional Designation.

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

Vice Chair - Brian Green

Time: 4:26 P.M.

- 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 to Approve by: Mr. Fleetwood

Second by: Mr. Frazier

Motion Carried: Unanimously

MOTION AND VOTE TO ACKNOWLEDGE RETURN TO OPEN SESSION

Vice Chair - Brian Green

Motion to Approve by: Mr. Fleetwood

Second by: Mr. Neely

Motion Carried: Unanimously

Comments, Announcements, and Other Business - Includes new business which could not have been foreseen at the time of posting of the Agenda.

Vice Chair - Brian Green

ADJOURN:

Motion by Mr. Fleetwood

Second by Mr. Frazier

Motion Carried Unanimously

Meeting adjourned: 5:22 pm

Staff Recorder:



Bailey Thompson