

**CENTRAL ILLINOIS REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
THURSDAY, MAY 1, 2025**

4:30 PM

I. Call To Order

Commissioner Sender called the meeting to order at 4:46 p.m.

The purpose of the special meeting is to facilitate the incorporation of the Central Illinois Regional Airport Authority (CIRAA) and to transfer ownership and control of the airport from the now dissolved Bloomington Normal Airport Authority (BNAA). The meeting was properly noticed 48 hours ahead of the meeting time, under the Illinois Open Meetings Act, although at the time the meeting was posted, the Central Illinois Regional Airport Authority did not exist to post a meeting, but the meeting is convened pursuant to the bona vide emergency provisions of Section 2.02 of the Illinois Open Meetings Act. The procedure to transfer control from BNAA to the Central Illinois Regional Airport Authority is conducted in compliance with the Illinois Airport Authority's Act.

II. Roll Call

Commissioners Pritts, Schuler, Groves, Rettick, Swearingen, and Allen were present. A quorum was acknowledged.

III. Public Comments

There were no public comments.

IV. New Business

- A. Election of Officers** – Commissioner Allen made a motion to approve the following slate of officers:

Commissioner Sender – Chair
Commissioner Swearingen – Vice Chair
Commissioner Groves – Secretary

And pursuant to the By-Laws, Paulette Hurd shall serve as Treasurer Ex Officio and Lynnette Hindman as Assistant Secretary Ex Officio. The motion was seconded by Commissioner Swearing and upon a unanimous vote, the motion carried.

- B. Adopt Ordinance No. 1-25, An Ordinance Incorporating the Central Illinois Regional Airport Authority** – The adoption of the Ordinance will establish the new Airport Authority as an incorporated municipal entity and transfer all rights and responsibilities that had been held by the Bloomington Normal Airport Authority to the Central Illinois Regional Airport Board.

Commissioner Allen made a motion to adopt Ordinance No. 1-25, An Ordinance Incorporating the Central Illinois Regional Airport Authority. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

- C. Adopt Airport Authority By-Laws, Policies and Committee Charters** – Through this action, the CIRAA Board of Commissioners adopted a package of internal guiding documents outlining the responsibilities, functions, procedure and requirements used to administer the organization.

Commissioner Allen made a motion to adopt the By-Laws, Policies and Committee Charters previously adopted by the Bloomington Normal Airport Authority. The motion was seconded by Commissioner Rettick and upon a unanimous vote, the motion carried.

- D. Authorize Execution of FAA Assumption and Assignment Agreement** – This document is required by the FAA to ensure that all federal obligations and sponsor assurances held by the previous Authority are expressly transferred to the Central Illinois Regional Airport Authority.

Commissioner Allen made a motion to authorize the execution of the FAA Assumption and Assignment Agreement. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

- E. Authorize Execution of Assumption/Assignment of Contracts Agreement** – The purpose of this agreement is to transfer and bind all existing Bloomington Normal Airport Authority contracts and agreements to the Central Illinois Regional Airport Authority following the dissolution of the Bloomington Normal Airport Authority.

Commissioner Allen made a motion to authorize the execution of the Assumption/Assignment Agreement on behalf of the Central Illinois Regional Airport Authority. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

- F. Adopt Resolution Nos. 2025 - 1-3, Resolutions of Appreciation and Commendation to John Hanson, Nick Moran and Millicent Roth** – Commissioner Allen made a motion to adopt Resolution No 2025-1 honoring John Hanson for his 10 years of service to the Bloomington Normal Airport Authority. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

Commissioner Swearingen made a motion to adopt Resolution No. 2025-2 honoring Nick Moran for his 7 years of service to the Bloomington Normal Airport Authority. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

Commissioner Groves made a motion to adopt Resolution No. 2025-3 honoring Millicent Roth for her 3 years of service to the Bloomington Normal Airport Authority. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

V. Commissioner Comments

Several Commissioners welcomed the new members and expressed their appreciation to be a part of the new CIRAA board.

Commissioner Sender expressed his gratitude to Commissioners Hanson, Moran and Roth for all their work with the airport and BNAA. He also expressed his enthusiasm for beginning a new chapter for the CIRAA. Commissioner Sender also noted that the new commissioners were sworn in prior to the meeting and lots were drawn with Commissioner Rettick serving 3 years, Commissioner Pritts serving 4 years and Commissioner Schuler serving 5 years. The following committee assignments were announced:

Administration and Governance –	Commissioner Sender - Chair Commissioner Schuler
Properties and Facilities –	Commissioner Allen - Chair Commissioner Rettick Mr. John Hanson
Audit and Finance –	Commissioner Swearingen – Chair Commissioner Pritts Mr. Doug Reeves
Personnel -	Commissioner Groves – Chair Commissioner Schuler Ms. Millicent Roth

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the May 1, 2025 special meeting of the Central Illinois Regional Airport Authority adjourned at 5:00 p.m.

Suzanne Hindman
Assistant Secretary

May 15, 2025
Date