

RICHLAND-LEXINGTON AIRPORT DISTRICT
Finance, Contracts & Planning Committee Meeting
September 18, 2023 @ 3:00 p.m.
Carolina Room
Draft Minutes

Attendance

Jim Wellman, Chair; Dan Bell; LaJoia Broughton (Zoom); Pat Smith; John Folsom; Carol Fowler; Breon Walker (Zoom); Chappelle Stevenson; Tripp Jones

Staff

Mike Gula; Gregg Hornsby; Kim Crafton; Jessica Foster; Lynne Douglas (Secretary)

Guests

Pat Tracey, Airport One

1. **Welcome, Introductions, and Call to Order**

Committee Chair Wellman welcomed everyone and called the meeting to order.

2. **Determination of a Quorum**

Chair Wellman confirmed that a quorum was in attendance.

3. **Approval of the July 17, 2023 Meeting Minutes**

Commissioner Bell made a motion to approve the minutes. Commissioner Smith seconded the motion. Motion carried.

4. **Airport One Contract**

Pat Tracey, with Airport One, joined by Zoom and presented an overview and demonstration of the Airport One product for use by CAE. Airport One has developed the Airport One Solution, a cloud-based software solution, website pages and templates, and search widget that is installed on a website to enable travelers to search for flights, vacation packages, rental cars, and accommodations. After some discussion, Commissioner Bell made a motion to approve staff's recommendation to approve the Airport One contract. Commissioner Smith seconded the motion. Motion carried with one vote against.

5. **Benedict College Sponsorship Contract**

6. **SC State University Sponsorship Contract**

7. **Allen University Sponsorship Contract**

Chair Wellman expressed that these three contracts were included in the meeting packet that was sent out to committee members. In the interest of time leading to the Commission Meeting following the committee meeting, he asked if anyone wanted to discuss any specifics of the contracts. Following no discussion, Commissioner Smith made a motion to accept the contracts with Benedict College, SC State University, and Allen University. Commissioner Bell seconded the motion. Motion carried.

8. **Old/New Business,**

There was no additional business.

9. **Discussion/Suggestions**

There was no additional discussion.

10. **Adjournment**

Commissioner Bell made a motion to adjourn. Commissioner Smith seconded the motion.
Motion carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Lynne Douglas". The signature is written in a cursive, flowing style.

Lynne Douglas, Commission Secretary