ROANOKE REGIONAL AIRPORT COMMISSION
January 20, 2026, 8:30 a.m.
Commission Meeting Minutes

The Roanoke Regional Airport Commission convened in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, January 20, at 8:30 a.m. Chairlady Marko presided.

PRESENT: Powers, Guidry, Gust, Clements, Marko, Bishop, Fralin (arrived 8:32).

ABSENT: None.

A quorum was present for the conduct of business.

APPROVAL OF MINUTES

Mr. Guidry moved that the minutes of the meetings conducted November 18 and December 1, 2025 be approved without amendment.
Mr. Gust seconded the motion.
The motion passed unanimously by voice vote.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart presented a report on attendance at various community events including the Roanoke Regional Chamber Legislative lunch, Montgomery County Chamber, and Roanoke County breakfast. Staff is meeting with Abstract Gorup to finalize the scope of work for the CMAR architectural services for the Terminal improvements. Campbell Hill is working on strategies to recruit Denver and Boston air service. ROA served 828K passengers last year, which is an almost 10 % increase over 2024. Allegiant is ending Sarasota flights in May 2026 due to poor ticket sales. Finally, December 18 Dallas service announcement was well attended and resulted in significant positive media coverage.

FINANCIAL REPORT

Director of Finance Jeavons presented the monthly financial reports for November and December, 2025.
Dr. Clements moved adoption of the reports. Mr. Guidry seconded the motion.
There was no further discussion of the motion. The motion passed unanimously by voice vote.

STAFF REPORTS

The reports presented in the agenda packet were received without comment.

ROA MEDIA & PUBLIC RELATIONS

Mrs. Briehl reviewed public relations successes and data for the year 2025.

ACTION ITEMS: None.

PUBLIC COMMENT: None.

NEW BUSINESS:

Mr. Gust moved Resolution 01-012026, authorizing the Executive Director to execute a revenue agreement with American Airlines, in conjunction with the SCAS-DP grant.

The motion was seconded by Dr. Bishop.
There was no further discussion of the motion.
The motion was adopted by the following roll call vote:

AYES: Fralin, Marko, Bishop. Powers, Guidry, Clements, Gust ..... 7.

NAYS: None ..... 0.

COMMENTS BY COMMISSION MEMBERS

None.

CLOSED SESSION

Mr. Gust made a motion to go into closed session for the following purposes:

> Consideration of the potential acquisition of real estate for an enabling project for Terminal improvements. (Code of Virginia § 2.2-3711(A)(3)).
>
> Discussion of the investment of public funds for airport infrastructure improvement, where competition or bargaining is involved, where, if made public initially, the financial interest of the Commission would be adversely affected. (Code of Virginia § 2.2-3711(A)(6)).
>
> Consideration of personnel matters, specifically the performance review of the Executive Director (Code of Virginia § 2.2-3711(A)(1)).

Mr. Guidry seconded the motion.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Fralin, Marko, Bishop. Powers, Guidry, Clements, Gust ..... 7.

NAYS: None ..... 0.

The Commission convened in closed session at 9:11 a.m.
The Commission reconvened in open session at 9:57 a.m.

Mr. Gust made a motion certifying pursuant to Code of Virginia § 2.2-3712 that only the business identified in the motion to convene in closed session was heard, discussed or considered by the Commission.

The motion was seconded by Mr. Guidry.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Fralin, Marko, Bishop. Powers, Guidry, Clements, Gust ..... 7.

NAYS: None ..... 0.

No further action or discussion occurred after closed session.

A quorum was present at all times. The meeting was adjourned at 9:59 a.m.

The agenda packet for this meeting is attached to and incorporated as a part of these Minutes of the Commission meeting conducted January 20. 2026. The audio recording of the meeting is also incorporated as a part of these minutes.

ATTEST:

Eric H. Monday
RRAC Secretary