



## **ROANOKE REGIONAL AIRPORT COMMISSION**

**NOVEMBER 12, 2024, 8:30 a.m.**

### **Agenda**

**Individuals with disabilities who require special assistance or special arrangements in order to participate or attend Commission meetings are requested to provide adequate advance notice to the Commission Secretary at (540) 362-1999 so that reasonable efforts can be made to provide accommodations.**

1. Call to Order & Roll Call.  
Remote participation motion, per Code of Virginia § 2.2-3708.3(B).

#### **CONSENT AGENDA**

2. Minutes of the regular Commission meeting held on October 15, 2024, and a specially called meeting held on October 22, 2024.

#### **INFORMATION ITEMS**

3. Executive Director's report on Airport activities.
4. Finance Department report.
5. Procurement Division report.
6. Marketing & Public Relations report.
7. Human Resources report.
8. Airport Improvements update

#### **PUBLIC COMMENT**

9. Any comments to be read into the record or requests to speak must be emailed to: [Karen.Faber@flyroa.com](mailto:Karen.Faber@flyroa.com) no later than 4:00 p.m. on Friday, November 8, 2024.

Each speaker will be allotted three minutes (submitted comments are limited to 3 minutes as read aloud). Groups of speakers on the same topic must designate a single representative. Speakers may not yield time.

The public comment period provides citizens the opportunity to discuss matters relevant to the operation of the Airport, which are not listed on the printed agenda. Any person submitting comments or requesting to speak must identify themselves by name and address, including zip code, limit their remarks to 3 minutes or less, address a topic of Airport business, and refrain from making any personal references or accusations of a factually false and/or malicious

nature. Any speaker violating these rules may be removed from the meeting and their comments disallowed.

10. New Business: Approval of proposed 2025 meeting dates.

11. Comments by Commission members.

12. Adjourn.