



**Minutes of the Music City Executive Airport Authority
Administrative Committee**

Meeting held at the Music City Executive Airport

SEP 16, 2020

9:00 AM

1. The Chairman called the meeting to order at 09:01 AM
2. Roll call as indicated below. The meeting was held in person with some member attending via Zoom in concert with guidance from national, state, and local officials:

	Present	Zoom	Absent
Brown		X	
Cavin	X		
Dickerson			X

3. Mr. Jeff Dunham, Airport Manager, attended meeting via Zoom.
4. Mr. Don Drayton, Chairman MCEAA attended the meeting.
5. Mr. Don Abbott, member MCEAA attended the meeting.
6. Mr. Cavin made a motion to approve the 9 Sep 2020 minutes. Mr. Brown seconded the motion. The Administrative Committee approved the minutes unanimously.
7. Mr. Cavin made a motion to suspend the rules. Mr. Brown seconded the motion. The Administrative Committee approved the motion.
8. Mr. Cavin made a motion to reconvene the meeting. Mr. Brown seconded the motion. The Administrative Committee approved the motion.


9. Mr. Cavin made a motion on adopt the Lightening Policy which will be presented to the MCEAA for inclusion in the MCEAA Rules and Regulations at the 28 Sep 2020 MCEAA monthly meeting. Mr. Brown seconded the motion. The MCEAA AC approved the motion.
10. Mr. Cavin made a motion to accept the Hanger Wait List Policy which will be presented to the MCEAA at the 28 Sep 2020 MCEAA monthly meeting. Mr. Brown seconded the motion. The MCEAA AC approved the motion.
11. Mr. Cavin made a motion to approve the Pop Hanger Maintenance and Inspection Policy letter with revised start date of 24 Sep 2020. Mr. Brown seconded the motion. The MCEAA AC approved the motion.

12. Adjournment

- i. Mr. Cavin made a motion to adjourn the meeting. Mr. Brown seconded.

13. The meeting was adjourned at 9:37

14. The next meeting of the MCEAA AC is 23 Sep at 09:00.


Chairman
Mr. Doug Brown


Member
Mr. Dennis D. Cavin