

**Jackson County Airport – Reynolds Field**

**ADVISORY COUNCIL CHARTER**

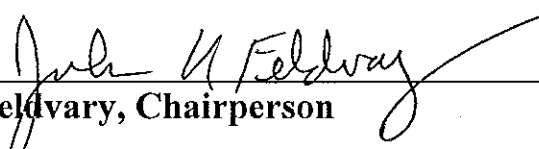
- 1. Purpose:** The Advisory Council is created by the Jackson County Airport Board to give parties with an interest in the Airport's success an opportunity to consider airport-related topics and make recommendations to the Airport Board and Airport Manager. The Airport Board or Airport Manager may ask the Advisory Council to consider specific topics. An Advisory Council representative shall make a report to the Airport Board at the first Airport Board meeting following each Advisory Council meeting. The Advisory Council will strive to foster good communications between the Airport Board and the community served by the Jackson County Airport.
  
- 2. Membership:** the Airport Board shall appoint the members of the Advisory Council. The Airport Manager shall be an ex officio member. With the exception of the Airport Manager, the terms of service shall be for three years. The Airport Board may select Advisory Council members from the following stakeholder groups:
  - a. Airport business
  - b. Jackson Community College
  - c. Corporate flight departments based at the Jackson County Airport
  - d. Hanger owners, renters
  - e. Air Traffic Control Tower
  - f. The Enterprise Group
  - g. At large members

In December of each year, each stakeholder group with a member whose term is expiring may submit the name of a representative to the Airport Board. The Airport Board shall appoint new Advisory Council members. The term of service shall begin in January of the following year. Rotation of membership on the Advisory Council within each stakeholder group will be encouraged.

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3. **Meetings:** The Advisory Council will meet a minimum of 6 times per year at the Airport Manager's Office. In January of each year the Advisory Council shall determine and publish the regular meeting schedule. Additional meetings may be held at the request of the Airport Board, Airport Manager or members of the Advisory Council. The meetings are subject to the requirements of the Open Meetings Act and will be open to the public. Public attendance is encouraged. Minutes of each meeting will be prepared by the Advisory Council Secretary and forwarded to the Airport Board.
  
4. **Organization:** Each January, the Advisory Council will elect a president, vice-president and secretary from among its members, Airport Manager excepted. The term of office will be for one year. An airport staff member may serve as recording secretary for the purpose of preparing meeting minutes, posting meeting notices and carrying out other clerical duties.
  
5. **Attendance:** Members of the Advisory Council shall endeavor to attend as many meetings as possible. The Airport Board may, at its discretion, replace a member who misses more than two consecutive meetings. Any replacement will be carried out in such a way as to ensure continued balance of representation on the Advisory Council.

Adopted by the Jackson County Airport Board on November 21, 2018

  
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John Feldvay, Chairperson                      Date      11/21/2018