

MINUTES

**Chippewa Valley Regional Airport Commission
Strategic Planning Meeting
Thursday, July 16, 2020, 10:00 am
Airport Terminal Conference Room
3800 Starr Avenue, Eau Claire, WI**

MEMBERS PRESENT: Commissioners Rick Bowe, Leigh Darrow, Bill Hilgedick, Peter Hoeft and Barry Wells. Scott Francis arrived at 10:13 am and Commissioner Kevin Stelljes was present via teleconference.

MEMBERS ABSENT: None

OTHERS PRESENT: Steve Smith-Facilitator, Heather DeLuka-Airport Neighborhood Association, Jeff Husby-Hawthorne Aviation, Jason Dekan-Hangar Tenant, Charity Zich-Airport Director and Erin Switzer-Administrative Associate

1. **Call To Order:** Chair Bill Hilgedick called the meeting to order at 10:01 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call – Voice**
4. **Airport Commission Strategic Planning Meeting**
 - a. **Welcome and Introductions**
 - b. **Communicating the Process**
 - c. **Laying the Foundation**
 - d. **Affinity Process**
 - e. **Interrelationship Diagram**
 - f. **Identify Goals**
 - i. **Maintain High Quality Leadership and Staff who work as a team**
 - ii. **Create a high level of airport business partner satisfaction**
 - iii. **Understand Facility Needs**
 - iv. **Promote the benefit and value of the Airport within the Community**
 - g. **Review and Edit the Long Range Plan (Principles)**
 - h. **Next Steps, Session Evaluation and Wrap up**
5. **Adjournment:** The meeting was adjourned at 1:58 pm.

Respectfully Submitted,

Scott Francis, Secretary