

**FLATHEAD MUNICIPAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

DATE: December 17, 2025

PLACE: Glacier Park International Airport, Kalispell, Montana

TIME: 4:00 P.M.

BOARD MEMBERS PRESENT: Marc Liechti
Duncan Scott
Rick Janisse
Michael Jackola
Dennis Beams
Giuseppe Caltabiano

BOARD MEMBERS VIRTUAL: Tarn Abell

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Rob Ratkowski, Airport Director
Daniel Reimer, Director of Development
Jennifer Donofrio, Director of Finance
Ashley Hahn, Staff Accountant
Julie Salyer, Director of Administration
Stephanie Denys, Receptionist
Charlie House, Contract Specialist
Will Monin, Projects & Development Coordinator
Ian McKay, Deputy Airport Director

OTHERS PRESENT: Shawn Baker, SQD

OTHERS VIRTUAL: Andrew Pulliam, Mead & Hunt; Chris Holden, Atlantic Aviation

CALL TO ORDER

The regular monthly meeting of the Flathead Municipal Airport Authority (FMAA) was called to order at 4:00 P.M. by Mr. Liechti.

INTRODUCTION OF GUESTS

Mr. Ratkowski introduced the guests.

APPROVAL OF MEETING MINUTES – NOVEMBER 19, 2025

The meeting minutes from the November 19, 2025, regular meeting were presented and considered, with an amendment to clarify that Board Member Michael Jackola did not have a conflict requiring recusal, notwithstanding his potential service on the museum board affiliated with Tall Timber Flying Service, LLC.

MOTION: Mr. Scott moved to approve the November 19, 2025, Regular Meeting minutes, as amended.

SECOND: Mr. Caltabiano

MOTION PASSED: 7-0

PUBLIC COMMENTS

None

GENERAL UPDATES

Terminal Project Update

Andrew Pulliam and Shawn Baker updated the Board regarding the terminal project.

BUSINESS ITEMS

Business Item 1 – FY25 Financial Audit Approval

Ms. Waldren of Baker Tilly and Finance Director Ms. Donofiro presented the FY25 Financial Audit to the Board during the pre-meeting FY25 Financial Audit presentation. The audit results were reviewed, and no material findings were reported. The Board expressed appreciation for the presentation and discussed the audit prior to consideration of approval.

MOTION: Mr. Beams made a motion to approve the FY25 audit findings as presented.

SECOND: Mr. Janisse

MOTION PASSED: 7-0

Business Item 2 – Change Order 126 – PCO 212 Rev. 2 for PR-88 Add Wood Detailing at Gate 5

Mr. Ratkowski presented this item to the Board which proposes adding wood detailing at Gate 5 to create consistency with the design and finishes used throughout the new construction. A brief discussion followed.

MOTION: Mr. Jackola made a motion to authorize and approve the Airport Director to sign Change Order 126 in the amount of \$63,845.19 to add wood detailing at Gate 5.

SECOND: Mr. Scott

MOTION PASSED: 7-0

DISCUSSION ITEMS

None

FINANCIALS

Financial Statements – Ms. Donofiro presented the October 2025 financials.

November Check Summaries – Ms. Donofiro presented the November 2025 check summaries for checks numbered 52062 through 52173 and the direct deposits for the November payroll periods.

MOTION: Mr. Jackola made a motion to approve the October 2025 financials and the November 2025 check summaries as presented.

SECOND: Mr. Janisse

MOTION PASSED: 7-0

MANAGEMENT REPORT - ATTACHED

COMMISSIONERS' COMMENTS – Commissioners inquired about land use updates, commented favorably on revenue diversification and holiday decorations, and discussed the importance of maintaining realistic expectations for future initiatives.

CHAIRMAN'S COMMENTS – None

MEETING ANNOUNCEMENT

Mr. Liechti announced the date for the next regular board meeting will be Wednesday, January 21, 2026.

ADJOURN

Mr. Liechti adjourned the meeting at 4:33 P.M.

Approved:



Marc Liechti
Board Chairman

Attest:



Rob Ratkowski
Airport Director