

**Minutes of a Meeting of the
Board of Directors of the
Palo Alto Airport Association**
(the “Association”)

2/4/2025

The duly noticed and scheduled meeting of the board of directors of the Association (the “Board”) was held in person at Palo Alto Airport (“KPAO”) and by teleconference. All attendees could hear and be heard.

Attendance (for all or part of the meeting):

Alice Mansell, Andrew Brown, Bob Lenox, Carol Munch, Chris Toeppen, David Pearson, Eli Pasternak, Gerald Barker, Johanna Dolan, John Carlsen, Lloyd Stephens, Michael Mashack, Mike Luetgens, Rick Rairden, Tom Myers, Wolfgang Polak, Yaron Ekshtein, and Zack Lenox.

Call to Order

Bob Lenox noted that a quorum was present and called the meeting to order at approximately 19:00. Wolfgang Polak served as Secretary of the meeting.

Administrative Matters

Chris Toeppen moved and Bob Lenox seconded to approve the minutes of the January Board meeting. The motion was approved unanimously.

Treasurer Gerald Barker presented a report on the financial status and paid membership of the Association.

Runway Overrun

There was a brief discussion of the recent runway overrun by a Beech Barron.

Airport Manager’s Report

Mike Luetgens presented the airport manager’s report, which included the following topics:

- 7 noise complaints, and 4 violations of noise abatement procedures were reported in January;
- A plan to rename the left downwind departure;
- Plans for new simplified noise abatement signs;
- The expiration of the bid for the AWOS and preparation of a new bid;
- Delays of the long-term planning process until the availability of leaded fuel and noise issues are resolved; and
- Routine hangar maintenance.

Airport Marketing

Members of the Board proposed the creation of a video on the Palo Alto noise abatement procedures, and noted that the Civil Air Patrol may have resources. Yaron Ekshtein offered to help create the video.

John Carlsen distributed a document on the community benefits of the airport. There was a brief discussion of ways to measure the exact economic benefit.

Andrew Brown proposed the establishment of a mailing list for pilots to share relevant airport information. Issues of organizing the list and creating content were discussed.

The Board then discussed whether it would be possible to arrange tower tours outside of the airport day.

Upcoming Events

The Board then discussed annual meeting and Board election matters. After discussion, the Board unanimously agreed that the annual meeting and election will take place on Tuesday, May 6th.

The Board then discussed scheduling the annual Airport Day event in September.

Throughout the foregoing updates the attendees asked questions and engaged in discussion.

Adjournment

There being no further business, the meeting was duly adjourned at approximately 20:30 Pacific Time.

Respectfully submitted by Wolfgang Polak (Secretary).



Wolfgang Polak, Secretary