

MINUTES OF AIRPORT COMMISSION STUDY SESSION
WEDNESDAY – JUNE 11, 2025
FORT SMITH REGIONAL AIRPORT CONFERENCE ROOM

The study session of the Fort Smith Airport Commission was called to order at 12:00 p.m. by Chairman Pendergrass, presiding. Commissioners Barr, Cooper, Hawkins, and Voris were present. Also present were Lindsay Conley, Finance & Administration Director, and Andrew Meyer, Operations Director. Commissioners Kelly and Ridgley were absent.

ITEMS OF BUSINESS

1. FSM Airport Director Recruitment – Strategy Session – Rod Dinger and Barry Bratton of ADK Consulting and Executive Search led a strategic discussion with the commission regarding the recruitment of a new Airport Director for FSM. The commissioners emphasized their preference for a seasoned airport executive with a strong strategic vision to guide the airport's growth. Key qualities included the ability to foster collaboration among corporate, private, and military stakeholders, as well as experience managing airports with a military presence.

The ideal candidate would be capable of positioning the airport for both local and regional competitiveness, while enhancing the quality of life for Fort Smith residents. With the expansion of the FMS mission, the airport is poised for growth, including potential lease opportunities, increased flight activity, and the possibility of a second Fixed Base Operator (FBO).

Mr. Dinger inquired about the airport's strategic planning framework. Director Meyer noted that the Airport Master Plan was updated in 2022, along with the five-year Capital Improvement Plan (CIP).

ADK will proceed with finalizing the recruitment brochure with airport staff and will post the position once complete. The recruitment timeline includes a 30-day posting period, followed by candidate review and interviews, with the entire process expected to take approximately 60 days.

When asked about the salary range, commissioners acknowledged that it had not yet been determined but emphasized the need for a competitive package to attract top-tier candidates. They welcomed ADK's input on a recommended salary range. Relocation assistance will also be considered as part of the compensation package.

Chairman Pendergrass inquired whether Key Performance Indicators (KPIs) are typically included in executive compensation packages. Mr. Dinger responded that while not standard, the inclusion of KPIs varies by airport.

NEXT COMMISSION MEETING

The next meeting of the Fort Smith Airport Commission will be Tuesday, June 24, 2025, at 5:30 p.m.

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ADJOURNMENT

On motion by Commissioner Hawkins and second by Commissioner Cooper, the meeting adjourned at 12:27 p.m. Voting aye: Barr, Cooper, Hawkins, Pendergrass and Voris. Voting Nay: none. Motion Carried.

Respectfully submitted,

A handwritten signature in blue ink that reads "Lindsay Conley". The signature is written in a cursive, flowing style.

Lindsay Conley
Co-Interim Airport Director