

**NOTICE OF A SPECIAL MEETING**  
**TAZEWELL COUNTY AIRPORT AUTHORITY**

**PLEASE TAKE NOTICE**, pursuant to Section 2.2-3707 of the Code of Virginia (1950), as amended, that Greg Smith, Chairman of the Tazewell County Airport Authority, has requested that a Special Meeting of the Tazewell County Airport Authority be held on **Wednesday, February 21, 2024 at 6:30 PM**, or as soon thereafter as may be convened, in the Tazewell County Airport, 2200 Airport Road, Cedar Bluff, VA 24609, for the purposes as below set forth:

- I. Call to Order
- II. Invocation
- III. Approve Agenda Format
- IV. Consideration of Adopting Small Purchase Procedures
- V. Consideration of Adopting Remote Participation Policy
- VI. Enter Into Executive Session: Section 2-2-3711 of the Code of Virginia
  - (A) (A)(1) – Personnel: Airport Manager Interviews/Selection
- VII. Return from Executive Session / Certification
  - (A) Motions / Other Action Taken
- VIII. Adjournment – **March 21, 2024 at 6:30 PM**

**NOTICE GIVEN** this 16th day of February, 2021.

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Chase D. Collins, Esq.  
Counsel – Tazewell County Airport Authority