

# Washington Airport Management Association

## Annual General Membership Meeting

May 22, 2014, 8:30 a.m.

### Meeting Minutes

### Draft for review

The meeting was held at the 2014 Annual Conference at Campbell's Resort, Chelan, WA. Prior to the meeting we heard welcomes from Eric Campbell, Vice-President-Operations of the resort, and Bob Goedde, Mayor of Chelan. Warren introduced the Board members and Officers, expressed thanks to sponsors, and to the conference committee and their support, Kelly Thompson, Dianna Beeler and Cyndy Hendrickson. Thanks also to recently retired member airport managers Bruce Thun, Rob Putnam and Bea vonTobel.

1. Call to Order - President Harvey called the meeting to order at 8:35 a.m. Secretary Field recording. President Harvey asked Secretary Field to remind attendees of the eligibility for voting in the membership meeting: Management members whose dues have been paid. Secretary Field noted that, with all nine Officers and Board Members, and significantly more than 10% of the Management membership being present, a quorum is constituted.
2. Presentation and approval of meeting minutes: Minutes of the 2013 annual membership meeting were reviewed and approved by motion and vote.
3. Presentation and Approval of the Treasurer's Report for period ending May 21, 2014.
  - a. Reviewed by Treasurer Jennifer Skoglund.
  - b. Current Profit and Loss statement is positive, includes significant new membership revenue.
  - c. Conference revenue is very positive. Jennifer expressed thanks to the conference sponsors.
  - d. The increased revenue has gotten the association on a strong financial footing and makes possible employment of the Executive director.
  - e. The report was approved as presented by motion and vote.
4. Committee Reports
  - a. Legislative Committee: Ryan Zulauf, Deb Wallace
    - i. Short biennium this year – playing defense; pretty quiet.
    - ii. Senate bill 5430 – discussed provisions of excise tax legislation. Passed in the Senate; stopped in the House. We expect to be bringing the bill back in the next legislative session.
    - iii. We received lots of help from our Lobbyist, Susie Tracy.
    - iv. Deb – further discussion of WAMA plans for next session.
    - v. Agenda session tomorrow on legislative “call to action.”
    - vi. Thanks to AOPA and WPA for their help as well.
  - b. Airport Committee: Jamelle Garcia, Ryan Sheehan
    - i. Jamelle spoke about the several subcommittees for various classes of

- airports. He invited participation in the various subcommittees.
- ii. Ryan Sheehan reviewed the FAA Asset Study phase 2. After Asset-2, five airports in the state remain unclassified – they will be ineligible for AIP funding.
  - iii. Discussed activities of the “small airport” committee and need for WAMA to provide better support and value to the small airports.
  - iv. Noted that interests of the small airports were addressed by some of the 2013 conference sessions – e.g., painting, lighting and pavement maintenance.
  - v. Invited suggestions for future conference sessions and for committee consideration.
- c. Membership Committee: Dave Field.
- i. Accomplishments for the past year:
    - 1. Initiated implementation of an automated membership program.
    - 2. Increased number of members; we have approximately 100 Management members representing about 65 airports.
    - 3. Revision of bylaws – in part related to our application for nonprofit status.
    - 4. IRS application for non-profit status.
  - ii. Activities during remainder of year:
    - 1. Consider how we serve the remaining non-member airports.
    - 2. Complete IRS application and automated membership program.
- d. Scholarship Committee: Ron Russ, Ryan Sheehan, and Deb Wallace
- i. Reviewed the four categories of financial support provided by the Association.
  - ii. Encouraged applications for the Professional Development program and introduced Dave Ryan, Friday Harbor Airport Manager, who received the award last year.
  - iii. Reported that two Thomas Eller Memorial Scholarships will be awarded this year to Brian Defrang and Stephanie Shupe, both from Central Washington University. The recipients will be introduced following the business meeting.
  - iv. Reported that the Internship will be awarded this year – to Harmanjit Kaur, student at Central Washington University. She is looking for a sponsor airport that will initiate an internship program. She will be introduced after the business meeting.
- e. Conference Committee: John Haakenson, Jennifer Skoglund
- i. Thanked Kelly Thompson and Diana Beeler for their hard and very successful work on this year’s conference – they received a round of applause.
  - ii. Next year’s conference will be in Spokane, May 20-22, 2015.
  - iii. Asked for feedback/comments on this year’s conference. Survey will be sent out via email.
  - iv. Thanked the conference sponsors for their support.

- f. Finance Committee: Jennifer Skoglund
    - i. Referred back to the Treasurer's report and invited comments.
    - ii. Pointed out the excellent financial condition of the association.
- 5. Approval of Committee Reports – Approved by motion and vote
- 6. Executive Director's Report: Warren Hendrickson
  - a. Reviewed his activities since appointment
    - i. Trade Show.
    - ii. Travel in eastern Washington.
    - iii. Reminded that "If you've seen one airport, you've seen one airport."
    - iv. Directory preparation.
  - b. Next steps
    - i. More travel.
    - ii. Provide support to WAMA committees.
    - iii. Develop relationship with legislative members.
    - iv. Finalize WAMA Operations Manual.
  - c. Warren: "What do I see?"
    - i. Committed members.
    - ii. Excellent leadership.
    - iii. Opportunity to make a difference for members.
- 7. President's report – No report, in interest of time.
- 8. Action Items
  - a. Adoption of Resolution 2014-1 ~ Revised Constitution and Bylaws. See resolution attached. The resolution was read by Warren Hendrickson, and presented to the membership for a vote. The membership approved the resolution by motion and vote. The revised bylaws will be posted on the Association's web site and will be a part of the forthcoming application to IRS for approval of our non-profit status under tax law.
  - b. Adoption of Resolution 2014-2 ~ Bestowing Title, Honorary Members. See resolution attached. Warren read the resolution which provides for bestowing honorary membership on Robb Parish and Doug Sandau, two recently retired airport managers who made significant contributions to the Association. The resolution was presented to the membership and approved by motion and vote.
- 9. WAMA Membership and Board Member Awards. Both of the recipients of these awards were both unable to attend the conference. The awards were announced and they will be presented in separate ceremonies at a future date. Warren read the summaries of the information that the Board considered in approving these awards.
  - a. 2014 Airport Executive of the Year – Dave Waggoner.
  - b. Retired Board Member Appreciation Awards – Rich Mueller and Bill Penor.
- 10. Comments from the Membership
  - a. Curt Scott – The Green River College Associate Degree in Airport Management has been approved.
- 11. Thanks to conference sponsors.
- 12. Meeting adjourned at 9:35 a.m.