

Washington Airport Management Association

Meeting of the Board of Directors

March 11, 2014, 1:30 pm – conference call

Meeting Minutes

Approved by Board

1. Meeting called to order by Vice President Haakenson at 1:30 pm. Secretary Field recording.
2. Roll Call:
 - a. Present: John Haakenson, Ryan Zulauf, Jennifer Skoglund, Dave Field, Jamelle Garcia, Ron Russ, Deb Wallace, Ryan Sheehan. Kandace Harvey, Ron Russ absent.
3. Presentation and approval of meeting minutes: Minutes of the 2/11/14 meeting approved subject to addition of the names of volunteer members of committees.
4. Presentation and Approval of the Treasurer's Report – Treasurer Skoglund.
 - a. Assets and Liabilities as of 2/28 equals approximately \$93,000.
 - b. Revenue January and February approximately \$23,000. Largely conference registrations.
 - c. Accounts receivable approximately \$5,300. Invoiced renewals not yet returned.
 - d. Report approved as presented.
5. Committee Reports
 - a. Conference/Education Committee: Jennifer Skoglund
 - i. Spring Conference 2014 – Several folks helping with preparations. Sponsorship money coming in. Registrations coming in; Preparation appears to be going well including registrations and sponsorships. Kandace reports that all speakers have been lined up; WSDOT and FAA participants committed. Dianna Beeler, Port of Pasco, is formatting the agenda document into a booklet.
 - ii. Deb working on Regional Airport agenda items. She asked about participation of Susie to attend conference. Legislative committee is working on a panel and would like to have Susie included. She will explore how that might be done.
 - iii. Jennifer is planning an airport tour – hoping to do it before golf (noon) so as to avoid a conflict.
 - b. Airport Committee: Jamelle.
 - i. Airport Committee met during the trade show – they had good ideas for conference sessions.
 - ii. Jamelle reported that the airport session held on the day before the trade show was well received.
 - c. Legislative: Ryan Zulauf.
 - i. SB 5430. Ryan Z reported it is stuck in the House Finance Committee. Cleared the Senate. Suzie has asked the committee chair to move bill along. Ryan is hopeful.

- ii. There is some feeling in legislature that we need to have more tax money going to aviation so as to leverage FAA funds.
 - iii. Bill regarding sales tax on ballooning and skydiving. Ryan said we are expecting a contribution from the skydivers and balloonists to support other aviation interests in lobbying costs. The provision was eliminated from Department of Revenue bill.
 - iv. Need to keep reinforcing the support for SB 5430. Outreach to legislature to date has been positive.
 - v. Deb will call Reuven Carlyle.
 - d. Membership Committee: Dave Field
 - i. Trade show booth was successful; thanks for those who staffed the booth.
 - ii. Renewal status (approximate at this time): 155 renewed; 50 current members not yet renewed.
 - iii. Honorary membership. Doug Sandau, Bea vonTobel, Rob Putnam and Bruce Thun retired in 2013. Consider honorary membership. Deb supported honoring all 4 with honorary memberships. Approval would be by the Board. Submit for action at the next Board meeting.
 - e. Scholarship/Internship, Ryan Sheehan
 - i. Committee is collecting scholarship applications; Deb and Ryan will review the applications so decisions can be made in time for the conference.
 - ii. Ron made contacts at the Trade Show with several schools that have aviation management programs
 - f. Finance Committee
 - i. The non-profit application submittal is awaiting approval of the bylaws and a couple of other minor items.
 - g. HR Committee
 - i. Warren starts as Executive Director on March 18. His email list (personal) will be provided to the Board. He may eventually be using a wama email address. Warren is scheduled to meet with Kandace on 3/17.
- 6. New Business
 - a. Awards/acknowledgement – Dave proposed that we consider some form of award or acknowledgement of significant projects, contributions or other positive benefits to the Association or airports. There was general agreement that we should do so. Dave offered to present ideas and a proposal to the Board.
- 7. Unfinished Business – none
- 8. Action Items
 - a. Dave summarized the process for revision of the bylaws. They were drafted and reviewed twice. Dave prepared an errata sheet to account for several needed changes identified during the second review. The errata sheet and final draft were reviewed by the Board members prior to this meeting.
 - i. Draft bylaws approved by motion and vote, subject to inclusion of the errata sheet.

- ii. Thanks to Ryan S for his constructive reviews.
 - iii. Revisions will be applied and Dave will discuss next steps with Kandace.
 - b. Committee reports approved by motion and vote
- 9. Next Board Meeting 3/11/14, 1:30 PM (conference call)
 - a. Deb asked if we can move our meetings to first and third Tuesday. Deb will send email to Board members asking if this would work.
- 10. Meeting adjourned