



Washington Airport Management Association

WAMA Board Meeting Conference Call Meeting October 20, 2016 – 1:00 PM

Minutes

- 1. Call to Order** ~ President Sheehan called the meeting to order at 1:03pm.
- 2. Roll Call** ~ Executive Director Marjy Leggett. Members present: Ryan Sheehan, Arif Ghouse, Jennifer Skoglund, Sara Young, Rob Hodgman, David Field.

Joining later: John Haakenson, Kelly Thompson, Kandace Harvey

Absent: Tim Mensonides, Deb Wallace
- 3. Presentation and approval of the September Meeting Minutes** ~ ED Leggett filling in for Tim Mensonides. Approved by motion and vote.
- 4. Presentation and approval of the September Treasurer's Report** ~ Treasurer Skoglund
 - a. Total income: \$77,070.92
 - b. Total expenses: \$74,710.54
 - c. Net income: \$2,912.38
 - d. Balance Sheet Total Assets, Liabilities, Equity: \$66,362.67
 - e. Statement of Cash Flows, Cash on Hand (9/30/16): \$60,022.14Approved by motion and vote.
- 5. President's Report** ~ President Sheehan
Attended Washington Airport System Plan meeting. Plan is nearing completion.
WSAA has reserved a room and date for the Airport Awareness Day. More info to come later.
- 6. Executive Director's Report** ~ ED Leggett (See ED report for additional details.)
 - a. Working with WSDOT/Aviation on Passport Program
 - b. Completed newsletter and sent out to all members
 - c. Toured Harvey Field
 - d. Visited Grove Field
 - e. Participated in committee conference calls
 - f. Completed annual performance evaluation

7. Committee Reports ~

a. Airport Committee ~ Chair Hodgman

- i. UAS Part 107 – Due to many questions about UAS activities, committee recommends posting links on WAMA website to additional information. Suggestions were to link to “Airmap” and “Know Before you Fly”. Several concerns were raised about the FAA policies regarding UAS operations near airports, notification of airports, and UAS operation waivers. Question was posed whether WAMA should write letter to FAA expressing concerns.
- ii. CertAlert reporting field conditions and wet pavement went into effect Oct. 1, 2016.
- iii. Non-aeronautical Use of Hangars – Policy has been approved by FAA, but there are several areas of concern. Rob Hodgman and Ryan Sheehan will meet to discuss UAS and non-aeronautical use of hangars policies.

b. Legislative Committee ~ Chair Ghouse

- i. Discussion on 2017 Lobbyist Contract.
- ii. Aviation Awareness Day in Olympia. Planning is beginning. Date will be sent out soon.
- iii. Will align Legislative pursuits with WSAA. Considering the following:
 - (1) Aircraft Sales and Use Tax
 - (2) Fuel Tax (Request funds generated be moved from General Fund to Aviation Fund.)
 - (3) Raising cap on grant amounts.
 - (4) Revolving loan fund for airport economic development
 - (5) Use of State Capital Budget for Capital Projects

c. Membership Recruitment and Relations Committee ~ Vice Chair Fields

- i. Approved WAMA booth at the NW Aviation & Trade Show. Fee will be sent in to take advantage of discount for early booth reservations.
- ii. Membership Renewals coming soon. David Field will send renewal message to airports and consultants who prefer to do multiple renewals.

d. Human Resources (& Nominating) Committee ~ Chair Young

- i. Election ballots were sent out the week of Oct. 10. Twenty-nine of the 105 ballots have been returned. A reminder that voting closes on Oct. 31 will be sent out.
- ii. Human Resources is working with the ED on the annual performance evaluation review.

e. Scholarship/Internship Committee ~

- i. No report

f. Conference/Education Committee ~ Chair Haakenson

- i. John Haakenson and Kelly Thompson visited Semiahmoo Resort, the conference hotel, and met with the staff. Registration will be available after January 1st, but location, conference dates, room reservation information, and booking code can be posted on the WAMA website now.
- ii. The committee is seeking agenda topics from WAMA members. Goal is to set the agenda earlier this year.

g. Finance Committee ~ Chair Skoglund

- i. Work will begin on the 2017 budget
- ii. The need to have Kandace Harvey listed as bank signatory was discussed.

(1) The motion which passed in August to add Ryan Sheehan, Tim Mensonides, & Arif Ghouse to Bank Account as signatories and remove Ryan Zulauf, Kandace Harvey, & John Haakenson was amended to add Kandace back on as a signatory. The amendment was approved by vote.

Reports approved by motion and vote.

8. Next Meeting November 17, 2016 – 1:00PM Conference Call ~ President Sheehan

9. Remarks for the good of the order ~ President Sheehan

10. Adjourn ~ President Sheehan at adjourned the meeting at 2:07 pm

Respectfully submitted,

Marjy Leggett, Executive Director

Filling in for Tim Mensonides