



# Washington Airport Management Association

**General Membership Meeting  
Marcus Whitman  
Walla Walla, WA  
June 4, 2019 – 9:00 AM  
General Membership Meeting Minutes**

## **MINUTES**

- 1. Call to Order** ~ President Mensonides called the General Membership Meeting to order at 9:12 AM
- 2. Presentation and approval of the May 2018 General Membership Meeting Minutes** ~ President Mensonides
  - a. May 22<sup>nd</sup>, 2018 meeting minutes were presented. Minutes were approved by motion and vote.
- 3. Presentation and approval of the Treasurer's Report** ~ Treasurer Young
  - a. **Financial report provided in packet reflects WAMA finances as of April 30<sup>th</sup>, 2019**
    - i. Balance sheet total \$98,815.58
    - ii. Total income \$65,736.86
    - iii. Total expenses \$22,872.65
    - iv. Cash at end of period (April 30<sup>th</sup>) \$88,518.45
    - v. Treasurer Young explained that they are in the process of bringing in conference totals and will update the financial report for the next board meeting with this information
  - b. Financial report was approved by motion and vote
- 4. Executive Director's Report** ~ ED Leggett
  - a. Executive Director (ED) provided an update
    - i. She is currently working on the following:
      - (1) Preparation of WAMA meetings
      - (2) Attends and assists in WAMA committees
      - (3) Active in the Fly Washington Passport Program
      - (4) Visits several airports for airport tours
      - (5) Visits airports for membership recruitment etc.
- 5. President's Report** ~ President Mensonides
  - a. The Board is currently focusing on updating WAMA's 5 year Strategic Plan
  - b. WAMA has had a busy Legislative Session
  - c. WAMA has supported the Fly Washington Passport Program
- 6. Fly Washington Passport Program** ~ Executive Director Leggett and President Mensonides

- a. The Passport Program Presenters discussed the following:
  - i. Executive Director Leggett explained that the program encourages pilots to visit new airports
  - ii. The program is also an economic driver by inviting pilots to your town
  - iii. The state is divided into 6 regions in Washington
  - iv. Once a participant visits all airports within a region, they receive a patch
    - (1) Once a pilot visits 90% of the airports they receive a flight jacket
    - (2) Once a pilot visits 100% of Washington State airports, they will receive a gold pin
  - v. Examples of stamps and designs for the stamp stations at airports were presented
    - (1) Fly Washington Passport Program has an interactive map showing where the stations are at each airport
    - (2) ED Leggett explained that all airports need to provide a stamp station as the program is currently active
    - (3) Green mailboxes can be bought at Home Depot and Lowes
  - vi. President Mensonides and Corley from Precision Approach explained that the program started on April 1<sup>st</sup>, 2019 and also thanked the sponsors who make this program possible

**7. Committee Reports ~ Review of Open Action Items + Additional Items Listed Below**

a. **Airport Committee** ~ Chair Phelps

- i. Chair Phelps explained the purpose of the Airport Committee
  - (1) The committee evaluates proposed guidelines or standards related to environmental compatibility, planning, zoning, design, operations or financing of airports
  - (2) At the request of the Board, the Airport Committee presents their findings and determines the correct steps
  - (3) The Airport Committee continues to receive phone calls from airports in regards to UAS Operations
  - (4) The committee also plans Airport Tours. Moses Lake will be the next airport tour planned
  - (5) The Rates & Charges Survey was provided in the packet as a guide to airport managers, which was gathered from other airports
  - (6) The Airport Committee will ask the FAA a few questions from the membership during the FAA session at the conference tomorrow

b. **Legislative Committee** ~ Chair Peterson

- i. Aviation Legislation Action Update
  - (1) Chair Peterson thanked his committee for their dedication
  - (2) Chair Peterson also thanked Representative Dent and Senator Honeyford for proposing bills that supports our aviation industry
  - (3) It was explained that the Legislative Committee studies, evaluates, and summarizes proposals and existing legislation that may or does have an impact on state airports
    - (a) The committee also provides regular updates and recommendations or actions to the board and membership
  - (4) There were two successful bills this legislation session, Chair Peterson explained.
    - (a) These bills were the Aviation State Coordination Committee bill and the animal trapping bill.
  - (5) The CARB Bill was not successful in getting out of committee, but was necessary to implement the budget in order to improve funding for airport improvement projects.

- (6) Electric and Hybrid Aircraft Bill was also not successful in getting out of committee this session. However, language is being provided in the transportation bill
- (7) Workforce Development and the 1% fuel sales tax bills did not make it out of committee as well, but the Legislative Committee will continue to work with representatives and WSDOT

c. **Membership Recruitment and Relations Committee** ~ Chair Robinson

- i. Chair Robinson stated that the purpose of the Membership Committee is to recruit and retain members. Currently WAMA has 173 members
- ii. Lorene spoke about membership recruitment and how the committee is currently reaching out to non-members and lapsed members.
- iii. The committee recently updated WAMA's membership categories to match that of WSDOT's airport categories
- iv. Chair Robinson thanked her team for doing an excellent job with the Newsletter and bi-weekly WAMA Waypoints that are sent out to the membership
- v. The Membership Committee is also working on sending a survey to members following the conference
- vi. She mentioned that the committee is currently updating the WAMA Operations Manual

d. **Human Resources (& Nominating) Committee** ~ Chair Skoglund

- i. Awards will be presented at the dinner tonight for both the Airport Manager award and Airport Project award
- ii. Chair Skoglund mentioned that many nominations were received for these awards

e. **Scholarship/Internship Committee** ~ Chair Hodgman

- i. Scholarship & Grant Updates
  - (1) This is the first year in quite some time that all grants and scholarships were awarded
  - (2) Auburn Airport was awarded the Scholarship award
  - (3) Yakima Airport was awarded the Professional Development Grant
  - (4) The Community Education Grant was awarded to a Central Washington University student
  - (5) The Thomas Eller Scholarship recipient will be awarded his scholarship during tonight's dinner

f. **Finance Committee** ~ Chair Young

- i. Chair Young mentioned that the WAMA Board is in the process of aligning our Strategic strategies with WAMA's goals and missions as President Mensonides mentioned previously.
- ii. In order to support our members and our airports, we have to keep in mind the expenditures to make this commitment in the future
- iii. The Executive Director (ED) hours will continue to increase as we continue to support the organization. The organization would like to hire the ED full time in the future.
- iv. Chair Young explained a few of the items that WAMA currently funds
  - (1) Scholarship and grants, lobbyist position, and funds for the general operations of the organization, which are primarily funded by membership dues

- v. Chair Young mentioned that members can advertise their business through banner advertisements on the website for a fee
- vi. Chair Young explained that the conference supports itself with registration and sponsorship
- vii. WAMA has a good reserve fund to support the organization and the board will continue to plan for the future

Committee Reports were approved by motion and vote

**8. Remarks for the good of the order ~ President Mensonides**

- a. President Mensonides thanked the WAMA Board and Conference Committee for their time and commitment in the organization

**9. Adjourn ~ President Mensonides adjourned the meeting at 10:17 AM**