



**NWAAAE Board Meeting  
September 23, 2018  
12:30 p.m.  
Mercer Room  
Airport Hilton  
Seattle, WA**

**AGENDA**

1. Call to Order Greg Phillips
  
2. Approval of Minutes Brian Sprenger
  - April 15, 2018 Board Meeting
  - June 8, 2018 Board Conference Call
  - August 10, 2018 Board Conference Call
  
3. Financial Report Brian Sprenger
  - 2018 Financial Review
  - 2019 Budget
    - USCTA Membership
  
4. Nominations Pete Higgins
  - 2019 NWAAAE Officer & Board Positions
  - 2019 AAAE Board
  
5. Conferences Pete Higgins
  - Airport Facilities Management Conference
    - 2018 Conference (Salt Lake City, UT)
    - 2019 Conference (Location TBD)
  
  - NWAAAE Annual Conference
    - 2018 Conference (Seattle, WA) Mark Witsoe
    - 2019 Conference (Fairbanks, AK) Melissa Osborn
    - 2020 Conference Site Proposal (Jackson Hole, WY) Jim Elwood
  
6. Old Business
  
7. New Business Greg Phillips
  - AAAE Perks for Chapter Use in 2019 Casey Boatman
  - Member Survey Cathryn Stephens
  - 2019 Board Retreat
  
8. Adjourn



NORTHWEST CHAPTER  
AMERICAN ASSOCIATION  
OF AIRPORT EXECUTIVES

**NWAAAE Board Meeting**  
**April 15, 2018**  
**7:00 a.m.**  
**San Diego Convention Center – Room 25C**  
**San Diego, CA**

**MINUTES**

Board Present: Greg Phillips, Pete Higgins, Cathryn Stephens, Rebecca Hupp, Brian Sprenger, Ryan Sheehan, Dan Sprinkle, Medardo Gomez, Annell Kuelpman and Linda Tepper

Others: Ed Clayson, Bruce Goetz, Larry Krauter, Al Stuart and Mark Witsoe

**1. Call to Order**

The meeting was called to order by Greg P. at 7:05am.

**2. Report of Secretary/Treasurer**

Approval of Minutes

Brian S. presented the minutes from the September 12, 2017 Board meeting, the December 19, 2017 Board conference call and the March 16, 2018 Board conference call for review. Cathryn S. motioned to approve the minutes as presented and Rebecca H. seconded the motion. Motion passed.

Greg P. asked if Board members found the bi-monthly conference calls useful? Consensus was that they were beneficial and should continue.

Ratification of Board Email Poll - ACE Scholarship Awards

Brian S. noted that, as allowed under the Chapter's by-laws, an email poll of Board members was conducted on March 28, 2018 outside of a meeting to award ACE scholarships to Julie Robben and Pete Weigman with the majority of the Board polled voting in favor. Rebecca H. motioned to ratify the email poll and Cathryn S. seconded the motion. Motion passed.

Financial Report

Brian S. presented the 2018 budget to date noting that advertising revenue had come in higher than anticipated, membership dues were on track to meet budget and revenue from website postings had already exceeded the budgeted amount. There was nothing out of the ordinary to report on the expense side. Our net worth statement had been adjusted down to \$381,267.68 from the statement that had been provided in the Board packet as a result of first quarter decline in the endowment and operating reserve accounts. Rebecca H. motioned to approve the financial report and Cathryn S. seconded the motion. Motion passed.

Membership Report

Brian S. reported that the Chapter currently has 268 total members of which 175 are Airport, 84 are Corporate, 7 are Student and 2 are Emeritus members. That's up 17 from this time last year which is mainly due to the number of recent added memberships from Colorado Springs Airport. It appears that the membership drive that Greg P. has been spearheading is paying off.

Cathryn S. appreciated the list that Linda T. provided showing AAAE members that are not currently Northwest Chapter members. When she contacted the two individuals from Eugene that were on the list one didn't realize there was a Northwest Chapter which points to an awareness issue.

Pete H. noted that in SLC he believes that employees only have the opportunity to belong to one organization so often people have to make a choice between AAAE and the Northwest Chapter. This gets back to Larry K. argument that if national and regional memberships were tied together it would be beneficial for all. Greg P. was shocked to see how many national members are not members of the Chapter and he's inclined to second Cathryn's experience that many people are just not aware of the Northwest Chapter. Greg P. noted that while some Chapter's have dues as low as \$35 and, while the Chapter's dues at \$85 aren't what he would consider expensive, perhaps they are a barrier to some people.

Cathryn S. suggested doing some research to see how many people might be interested in joining the Chapter if the dues were lower. Cathryn S. will talk with Casey Boatman as Chair of the Communications Committee about doing a survey.

Pete H. asked what the end goal was? Because more members wouldn't necessarily mean more attendees at conferences due to travel restrictions.

Greg P. asked what everyone thought the benefit of the Chapter was to members? Brian S. noted conferences, both the AFMC and the Annual. Annell K. suggested networking and being able to learn from other airports. Rebecca H. believes that the scholarships that the Chapter offers are a big help to people that might not otherwise have funds. Al S. suggested that the Chapter serves as a conduit for local/regional issues to be communicated up to the national level. Dan S. noted that he uses the membership directory all the time to reach out to other members for help. Larry K. believes one of the greater benefits is the relationship building that occurs.

Annell K. suggested using testimonials like those from Dan S. and Larry K. to promote membership in the Chapter. Brian S. noted that everyone in the room is already actively involved in the Chapter so we're preaching to the choir. How do we reach those that aren't already members? Greg P. noted that we often lack memberships from the smaller general aviation airports who might have the most to gain from a membership. Medardo G. suggested that maybe we can be the voice to encourage Airport Director's to identify talent at their airports that can be developed.

Greg P. asked Bruce G. why it seems hard to get people through the accreditation process? Bruce G. noted that when he was on the Board of Examiners 400 AAE was considered the holy grail. Now we're at 475 AAEs nationally and the goal is to achieve 500 so he believes there is progress being made. Bruce G. believes that when the Chapter's annual conference is hosted by a particular state that's the golden opportunity for local airport people to get involved in the Chapter. Mark W. noted that accreditation seems to be a very personally driven thing and he often finds that it is a candidate's first time at networking outside their organization.

In summary, Greg P. is hearing that the value to the membership isn't about numbers for the sake of numbers but rather networking, education and scholarships and we should try to find ways to make it easier for people to join the Chapter. Annell K. suggested doing a special drive for Alaska because we'll have conferences there two years in a row and they're so isolated. Perhaps even consider doing a scholarship to attend the conference?

Rebecca H. suggested that the '20 for 10' rule could be implemented on a statewide basis which might generate more members.

Greg P. asked what the Chapter could do differently or better if we had more members? Annell K. believes we would have better diversity. Ryan S. believes that a broader membership would bring more knowledge to the group. Ryan S. asked about tying AAAE renewal to Chapter renewal? Greg P. notes that it's been discussed before but it would require membership to be standardized across the regions plus AAAE and the Chapter have different renewal dates when it comes to membership.

#### Investment of Surplus Chapter Funds

Larry K. reviewed the memo dated April 15<sup>th</sup> regarding Allocation of Unrestricted Cash to Endowment and Operating Reserve with the Board. The Chapter has \$30,000 in funds that can be invested and Larry K. recommends \$15,000 each to the Endowment Reserve and the Operating Reserve as outlined in the memo. Larry K. also recommends the sale of the VEMAX fund and investment of those funds into VINEX. In addition, Larry K. suggested that the Board also consider hiring a professional investment advisor to manage our funds.

Brian S. noted that the Chapter is lucky to have Larry K. doing this for the Chapter and would encourage Larry K. to continue in this role as opposed to hiring a financial advisor. Larry K. noted that he's willing to continue but is also happy to step aside if at some point the Board so chooses.

Ryan S. motioned to transfer \$30,000 in funds to the Chapter's Endowment and Operating Reserve funds as outlined in the April 15<sup>th</sup> memo and Cathryn S. seconded the motion. Motion passed.

In regards to the switch to the VINEX fund, Cathryn S. asked if the VEMAX fund has performed well in the past do we expect it to return to profitability again? Larry K. said the Chapter could stay with the VEMAX fund but the greater reward to be had with VINEX is worth exploring. Mark W. noted that Vanguard funds are highly conservative so there is very low risk and some rebalancing from time to time is always a good idea. Greg P. asked if there was a cost to selling the VEMAX fund? Larry K. noted that there was some cost but not very much.

Brian S. motioned to accept Larry K.'s recommendation to sell the VEMAX funds and reinvest in VINEX and Cathryn S. seconded the motion. Motion passed.

Greg P. noted that the third recommendation in the memo was to hire a professional to manage our investment funds. Larry K. acknowledged that there is an expense associated with that recommendation, usually 1.3 to 1.5% of the portfolio net assets annually to have someone manage the funds. Larry K. isn't sure that the Chapter is really at that point where we need someone to professionally manage our funds and he's happy to continue doing it himself as long as the Board is okay with that. Cathryn S. believes Larry K. is doing a fabulous job and everyone else agreed. Mark W. noted that he's always willing to help Larry K. as well so that the Chapter has someone else that can step in as need be.

### **3. Report on Conferences**

#### Airport Facilities Management Conference

Ed C. reported that Salt Lake City will be hosting this year's AFMC August 5-7. The topics have been finalized and registration is now open. Attendees will get to enjoy an evening to the Utah Motorsports Complex. Greg P. noted there is a lot of value for front line operations workers attending the conference and encouraged everyone to send staff if they are able.

### Annual Chapter Conferences

Mark W. reported that this year's annual conference will be held in Seattle September 24-26. He noted the conference committee has done a great job so far and especially noted the great artwork designed for the conference by Deborah Smith from Centennial Airport. Conference sessions are currently being finalized as well as all the event details which include the waterfront, Museum of Flight and Boeing Renton plant. Sponsorships currently stand at \$28,500 and there are ten exhibitors to date.

Linda T. reported that the 2019 conference will be held in Fairbanks September 23-25. Melissa Osborn is working on some preliminary details/plans and will be at the Seattle conference with lots of information to pass along. Everyone is encouraged to make plans to come early and stay late to enjoy all that there is to do in Fairbanks.

Linda T. noted that the state of Wyoming is scheduled to host the 2020 conference and all airport members from Wyoming will be invited to submit a proposal for consideration by the Board at this year's annual conference in Seattle.

## **4. Old Business**

### Donation in Memory of Claudia Holliway

Greg P. has issued a challenge to other Chapters and to the Michael Baker Jr. Company to make a donation in Claudia's name to the AAAE Foundation. Greg P. understands that the Michael Baker Jr. Company is committed to making a donation over a three year period and is also hosting the new members reception at the NAC this year which has been named after Claudia.

### West Board Nomination

Greg P. reviewed the fact that Kim Stearns, who was one of the West Board representatives, left the aviation industry and resigned her position on the Board. Greg P. thought it appropriate that someone be given the opportunity to serve in that position prior to it coming up for nominations this fall.

Nominations were sought from everyone in the West Board region and Chris Pomeroy from Hailey, Idaho resubmitted his nomination. Rebecca H. motioned to approve the appointment of Chris Pomeroy to the Northwest Chapter Board as a West Board representative and Cathryn S. seconded the motion. Motion passed.

### Support for 2018 NAC in Anchorage

Larry K. is serving as the Vice Chair for the NAC committee and noted that Anchorage is really motivated to put on a successful conference. Sponsorships are going well but the Chapter's support both financially and with attendees would be greatly appreciated. Cathryn S. asked if there was a suggested sponsorship amount? Linda T. noted that the Chapter allocated \$5,000 in this year's budget for NAC sponsorship. Cathryn S. motioned to make a \$5,000 sponsorship to the 2018 NAC in Anchorage for the Committee to use as they see fit and Rebecca H. seconded the motion. Motion passed.

## **5. New Business**

### Review of Chapter Mission

Greg P. noted that when Larry K. was President of the Chapter we went through a process to establish the Chapter's mission, vision and values. Greg P. believes it is important to revisit the subject periodically and see if any fine tuning or reinforcement needs to be done.

Pete H. believes that's a great idea as things do change over time and it's important to make sure we're still on track. Doing a review every year might be a good way to keep it fresh in everyone's mind. Larry K. felt it was a great team building exercise when it was done at the Board retreat in Seattle. He

feels that the vision aspect of the exercise perhaps got shortchanged due to the time constraints so he would recommend revisiting everything but focusing more on the vision aspect.

Greg P. suggested that at the Seattle conference the Board could carve out some time to spend on the matter. Cathryn S. noted that she found value when we did it as a specific subject during the Board retreat in Seattle. Brian S. found the process beneficial but the real value in his mind was the networking/team building aspect of the exercise. Greg P. said he would take on the task of putting something together for Seattle.

#### Nominating Committee

Greg P. noted that the Chapter is putting forward Larry K. as our nominee for the AAAE Secretary/Treasurer position but as John Parrott is not currently eligible to serve as our Nominating Committee representative Greg P. is volunteering to step in on an interim basis.

#### Dan Sprinkle Retirement Announcement

Dan S. announced his plans to retire from Denver Int'l on May 23<sup>rd</sup>. He plans on continuing to participate in the Northwest Chapter as a member of Doug and Annell Kuelpman ADK team. Bruce G. commented that Dan S. has been a great leader as well as a mentor and has been instrumental in getting DIA more involved in the Chapter. Everyone wished Dan success on his new endeavors.

#### Randy Berg Retirement Reception

Greg P. noted that Rick Crider is organizing a get together tonight at 9pm at the Altitude Sky Bar which is in the Gas Lamp Marriott Hotel to celebrate Randy Berg's retirement this last April 1<sup>st</sup>. While Randy B. is likely to be at the Seattle conference and we will recognize him there, Greg P. encouraged everyone to attend tonight's reception where they will be taking a group photo for Randy.

### **6. Adjourn**

Rebecca H. motioned to adjourn the meeting and Cathryn S. seconded the motion. Motion passed and meeting was adjourned at 8:25am.



NORTHWEST CHAPTER  
AMERICAN ASSOCIATION  
OF AIRPORT EXECUTIVES

**NWAAAE Board Conference Call**  
**June 7, 2018**  
**Noon Pacific Time**

**MINUTES**

Board Present: Greg Phillips, Cathryn Stephens, Brian Sprenger, Ryan Sheehan, Chris Pomeroy, Cuyler Green, Annell Kuelman and Linda Tepper

**1. Membership Survey**

Greg noted that one of the items discussed in San Diego was the value of a Chapter membership compared to a AAAE membership. Cathryn is going to develop a list of questions that we want to ask of our members via a survey and send it out to the Board for review and input.

**2. Vacant East Board Position**

Greg noted that with Dan Sprinkle leaving Denver Int'l Airport for the private sector, there is now a vacancy on the Board for the East region. Mark Witsoe had indicated his interest at one time and Linda noted that Devon Brubaker and Lorie Hinton also submitted nominations last year at the time Medardo was elected.

Annell noted that Dan represented a large airport and asked how many other large airports have been involved at the Board level? Greg noted that Salt Lake City has always been very involved in the Chapter and Portland has had some involvement at times as well. Seattle has not been active in the Chapter and Denver wasn't very active until Dan got them involved. Annell thought it would be a good idea to try and keep a large airport represented for the position.

Linda noted that since Dan's term expired this year, if someone were to be appointed at this time they would have to seek re-nomination in July when the Chapter started the nomination process for this year. Consensus from the group was to wait for the regular nomination cycle to fill the position.

**3. Seattle Board Retreat and/or Meeting**

Greg noted that in San Diego the Board had talked about revisiting our Mission/Vision/Values statements. Consensus from the group that this was still something everyone wanted to do and Greg will send out an email with some possibilities for when to do it as well as when to schedule the Board meeting.

**4. Recognition of Randy Berg at 2018 Annual Conference**

Greg asked what the appropriate thing would be to recognize and/or honor Randy at the annual conference now that he has retired? Annell asked if the Chapter had some sort of lifetime achievement award? Linda noted that for Bern Case last year we formally awarded him Executive Emeritus status and presented him with an engraved gift. Consensus was to award Randy Executive Emeritus status during the annual conference.

Linda noted that Randy received the Chapter's President Award in 2006 but her records don't show him receiving the Airport Executive of the Year award yet. Greg will work on nominating Randy for that award although he would encourage others to put forth other nominations for that award as well.

Greg asked if the Chapter wanted to plan another event that would be specifically to honor Randy, something perhaps after dinner? Linda suggested doing something Sunday evening after people get back from the event at Ivar's and dinner downtown? Doing something on Monday, which is the open night, might impact plans that consultants have for the evening and Tuesday is the annual banquet.

Greg suggested that the Chapter might also consider a physical gift like a bronze statue related to aviation? Greg will send an email out to the Board and ask for ideas.

**5. Dinner with AAAE Guests in Seattle**

Linda noted that in the past we've limited dinner to just the Officers, host airport and AAAE guests and left Board members to accept invites from consultants so that we didn't 'hog' everyone at one event. Is that still the plan? Do we want to invite Randy Berg even though he's not technically with the host airport anymore?

Greg asked if King County Int'l Airport had hired an interim airport director? If so, they would need to be invited. Probably need to confirm that before inviting Randy which everyone agreed would be nice given his relationship with the AAAE guests.

While everyone agreed that it would be good to limit the guest list so that it was a smaller group, everyone also felt that it would be nice for the entire Board to have some time with the AAAE guests. Linda will pencil out a possible schedule that would allow for a private cocktail reception with AAAE and the NWAAAE Officers/Board prior to the Opening Reception and then dinner would be limited to the Officers.

**6. Complimentary NAC Registrations**

Greg noted that the Chapter receives two complimentary NAC registrations and the idea was to allow Fairbanks to use them so that they could promote the Chapter's 2019 Annual Conference in Fairbanks. Everyone agreed that this would be a good use of the complimentary registrations.

**7. Complimentary Registration to Annual Conference for Scholarship Winners**

Linda noted that last year we offered the four college scholarship winners the opportunity to attend the Chapter's annual conference without paying a registration fee (hotel and travel costs were on them). This was in exchange for them helping out at the registration table during the conference. Megan Jenkins from Jackson Hole took the Chapter up on the offer and was a big help.

Consensus was to offer this again but just to the four scholarship winners plus the Allied Scholarship winner, not the ACE recipients.

Call adjourned at 12:52pm



NORTHWEST CHAPTER  
AMERICAN ASSOCIATION  
OF AIRPORT EXECUTIVES

**NWAAAE Board Conference Call**  
**August 10, 2018**  
**Noon Pacific Time**

**MINUTES**

Board Present: Greg Phillips, Pete Higgins, Cathryn Stephens, Brian Sprenger, Ryan Sheehan, Cuyler Green, Al Stuart and Linda Tepper

**1. Airfield and Facilities Maintenance Conference**

Greg congratulated Salt Lake City, with special thanks to Eddie Clayson and Medardo Gomez, for a very successful AFMC earlier in the week. Al noted that Julie Robben also assisted quite a bit with the conference. Greg reported that it looked like the conference had good attendance from across the country, wasn't just Chapter or local attendees.

Pete reported that the AAAE staff this year were excellent and he estimated that there were about 80 attendees.

**2. Communications Survey**

Greg thanked Cathryn, Casey Boatman and Ryan (intern with Renton) for their work on the communications survey which has been completed. A lot of great feedback from people and Linda will be forwarding the results to the entire board so that it can be discussed at the Seattle Board Retreat.

**3. Seattle Board Retreat**

Greg reminded everyone that there will be a Board Retreat in Seattle on Sunday, September 23<sup>rd</sup> at 10am. Linda went through the expected attendance list and Greg noted that he'll have an agenda prior to the retreat. The Board Retreat will be followed by lunch and a Board meeting.

**4. National Airports Conference**

Most everyone on the call, with the exception of Ryan, will be at the NAC in Anchorage just prior to the Chapter's annual conference. Greg looks forward to seeing everyone there.

**5. Chapter's Annual Conference**

Linda noted that the conference planning is coming along pretty well. Still short of sponsorship goal of \$62,500 (amount raised currently is \$54,100) but what's been received so far is on par with the \$55,644 that was raised last year. A couple of regular sponsors such as SEH and WHPacific have yet to commit this year and we're looking for assistance from anyone that has a relationship with either of those two firms. August 17<sup>th</sup> is the deadline to get sponsors signed up in order for them to receive their full benefits.

The FAA workshop will be the first four hours of Monday and while session details are still being worked out it should cover most of the familiar territory of the FAA's regular

spring conference. There is the option for people just to attend the workshop if they're unable to attend the full conference.

## **6. Board Positions**

Greg went through the Board positions that nominations are being sought for this year:

- Chapter Sec/Treas – one nomination received to date.
- West – Chris is filling the remainder of Kim's term which expires this fall so he'll need to submit a nomination if he's interested in continuing to serve on the Board.
- East – one position that was Dan Sprinkle's and we opted not to fill it temporarily since the end of his term was this fall.
- North – RJ Steenstra is finishing his term and we're looking for another Canadian member to fill that slot. Cuyler indicated that he's making sure to mention it to his colleagues.

Greg encouraged each Board member to do some recruiting to find members interested in serving on the Board.

We also need to find someone to fill the position as the Chapter's Nominating Representative to AAAE. Greg has been filling that role temporarily, and he's willing to continue, but would like to have others consider the position as well.

NW Representative to AAAE Board will also be up for nomination next spring and Cathryn intends to submit for a 2<sup>nd</sup> two year term but other nominations are encouraged as well.

## **7. Other Matters**

- Linda asked those in attendance at the NAC Chapter Officer's meetings to take notes on new benefits (comp memberships and/or conference registrations) that AAAE intends to make available to Chapters next year. These items were introduced at the March Chapter's Officer's meeting and Gwen Basaria has indicated to Linda that more information should be available at the NAC if not before. The Chapter will want to consider how to utilize these perks at our Board meeting in Seattle.
- Greg asked Cuyler for any ideas or feedback on how to recruit more Canadian members to the Northwest Chapter? Cuyler believes that continuing to stress the networking opportunities is the best way.

Call adjourned at approximately 12:30pm

Net Worth - As of 9/6/2018:2

As of 9/6/2018

9/6/2018

Page 1

Account	9/6/2018 Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
Endowment	206,507.85
NWAAAE - Checking	113,470.98
Oper. Res	147,433.34
Savings	11,617.76
<b>TOTAL Cash and Bank Accounts</b>	<b>479,029.93</b>
<b>TOTAL ASSETS</b>	<b>479,029.93</b>
<b>LIABILITIES</b>	
	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>479,029.93</b>

**Budget 2018 - Current Year**  
1/1/2018 through 12/31/2018 Using 2018 Budget

9/6/2018

Page 1

Category Description	1/1/2018 Actual	- Budget	12/31/2018 Difference
<b>INCOME</b>			
2018 Chapter Conference - Inc	122,805.00	130,000.00	-7,195.00
Advertising	8,300.00	6,000.00	2,300.00
AFMC Conference - Inc	16,703.09	25,000.00	-8,296.91
Chapter Merchandise - Inc	0.00	500.00	-500.00
Contributions - Inc	0.00	0.00	0.00
Interest Inc	3.53	25.00	-21.47
Membership Dues	21,865.00	19,500.00	2,365.00
Misc - Inc	38.00	2,500.00	-2,462.00
Website Postings	1,450.00	500.00	950.00
<b>TOTAL INCOME</b>	<b>171,164.62</b>	<b>184,025.00</b>	<b>-12,860.38</b>
<b>EXPENSES</b>			
2018 Chapter Conference - Exp	2,094.83	100,000.00	97,905.17
AAAE Annual Conference	2,685.41	3,000.00	314.59
Bank Charge	2,965.75	4,000.00	1,034.25
Board Meetings	315.19	1,000.00	684.81
Chair Expenses	0.00	0.00	0.00
Chapter Merchandise - Exp	776.00	1,000.00	224.00
Contributions - Exp	10,000.00	12,000.00	2,000.00
Equipment	0.00	100.00	100.00
Exec. Board Travel Expense	0.00	2,000.00	2,000.00
Exec. Sec. Expenses	1,108.01	1,000.00	-108.01
Exec. Sec. Salary	15,000.00	22,504.00	7,504.00
Gifts Given	411.70	500.00	88.30
Insurance			
Other Insurance	2,343.00	2,400.00	57.00
<b>TOTAL Insurance</b>	<b>2,343.00</b>	<b>2,400.00</b>	<b>57.00</b>
Internships	4,125.00	5,500.00	1,375.00
Membership - Exp	3,946.28	4,000.00	53.72
Misc - Exp	20.00	500.00	480.00
Office Supplies	362.77	400.00	37.23
Postage	93.49	300.00	206.51
Professional Services	0.00	1,500.00	1,500.00
Scholarships	1,000.00	11,000.00	10,000.00
Telephone	827.28	1,200.00	372.72
Web Page	3,764.18	3,700.00	-64.18
<b>TOTAL EXPENSES</b>	<b>51,838.89</b>	<b>177,604.00</b>	<b>125,765.11</b>
<b>OVERALL TOTAL</b>	<b>119,325.73</b>	<b>6,421.00</b>	<b>112,904.73</b>



<b>NWAAAE</b>	
<b>2019 Budget</b>	
<b>January 1 - December 31, 2019</b>	
<b>INCOME</b>	<b>Budgeted</b>
Membership Dues	20,000.00
Advertising	7,000.00
Conferences	
Chapter	120,000.00
AFMC	20,000.00
Chapter Merchandise	0.00
Interest/Investment	0.00
Website Postings	1,200.00
Misc.	8,000.00
<b>Total Income</b>	<b>176,200.00</b>
<b>EXPENSES</b>	
Membership	4,000.00
Conferences	
AAAE	3,000.00
Chapter	95,000.00
Contributions	
AAAE Conference	1,000.00
NAC Conference	500.00
AAAE Legislative	5,000.00
AAAE Foundation	5,000.00
AAAE Chairs	0.00
Scholarship/Internship	
Internships	5,500.00
Accreditation Scholarship	5,000.00
Student Scholarship	4,000.00
Allied Professions Scholarship	1,500.00
Exec. Sec. Salary	22,504.00
Exec. Sec. Travel Exp.	1,500.00
Exec. Board Travel Exp.	2,000.00
Board Meetings	5,000.00
Professional Services	1,500.00
Insurance	2,400.00
Web Page	3,800.00
Equipment	500.00
Telephone	1,200.00
Office Supplies	400.00
Postage	200.00
Chapter Merchandise	0.00
Bank Charges	4,500.00
Gifts	500.00
Misc	500.00
<b>Total Expenses</b>	<b>176,004.00</b>
<b>Surplus (Deficit)</b>	<b>196.00</b>