

**SOUTHWEST CHAPTER OF THE AMERICAN ASSOCIATION OF AIRPORT  
EXECUTIVES**

**General Membership Meeting  
Dolphins Ballroom  
Monterey Plaza Hotel, Monterey, CA  
9 a.m. Wednesday, January 28, 2015**

**MEETING MINUTES**

1. **Call to Order and Verification of Quorum**
  - a. President Eric Peterson called the meeting to order at 9:10 a.m. and after a count, noted that a quorum of both Executive and Corporate members were present.
  
2. **Approval of Minutes of the General Membership Meeting held July 21 and July 23, 2014 at the Queen Mary, in Long Beach, CA**
  - a. **ACTION:** It was motioned to approve the July 21 and July 23, 2014 General Membership meeting minutes. Scott Malta seconded the motion, which passed unanimously.
  
3. **President's Report**
  - a. Appointment of SWAAAE's AAAE Nominating Committee Representative
    - i. President Eric Peterson reported that in October, Tom Greer was appointed SWAAAE's AAAE nominating chair for the next year.
  - b. Utah Realignment to Northwest Chapter
    - i. President Eric Peterson reported that SWAAAE's realignment of Utah to the Northwest chapter of AAAE has been finalized. The next step is to design a new SWAAAE logo and presidential pin.
  - c. President Eric Peterson reported:
    - i. The Board adopted a formal policy to outline the levels of which the Financial Committee can conservatively make investment decisions on behalf of the association in order to better handle funds. He noted that currently, funds are sitting in a CD account and not gaining much interest. The formal policy will be presented at the next General Membership meeting.
    - ii. One of his primary goals this year was to encourage larger airport participation in SWAAAE. He reported that Corporate Director Arpit Malaviya is leading an ad hoc committee to focus on targeting medium and large airports. He noted that Malaviya has received feedback that SWAAAE is unwelcoming to large airports.
    - iii. Another primary goal was to avoid scheduling SWAAAE events on weekends in order to spend more time with family. He noted that he is going to try to change the date pattern of future Short Course and Summer Conferences to Monday-Friday, starting with the 2016 Summer Conference in Las Vegas.
    - iv. His last primary goal was to broaden the association's technology initiatives. He reported that he has spoken with AAAE's technology committee and is researching technology available to record and live stream SWAAAE Conferences and events. He noted this would be a benefit for Hawaii members who wish to participate in SWAAAE events. An update on these efforts will be presented at the next General Membership meeting.
    - v. The 2015 Summer Conference in Long Beach was a great success. There will be an article published in AAAE Magazine on the "*Lean on Me*" event which took place at the Summer Conference.
  
4. **Election of Representatives to AAAE Positions**
  - a. Past President Casey Denny announced there are two candidates and invited both to address the group, after which Denny facilitated the election by paper ballot.
  - b. Past President Casey Denny reported that Tom Greer was appointed the chapter's AAAE's nominating chair for the next year but will not be returning the following year. He noted that the committee is looking for those interested in filling Tom Greer's position

and stated the necessary requirements which included two years of past Board service. He encouraged the interested candidates also be active in AAAE.

## 5. Executive's Directors Report

- a. Membership Report
  - i. Association Coordinator Cathy Herring referenced the Membership by Class Report included in the handout packet. She noted that as of January 1, there are a total of 466 SWAAAE members. At Sunday's Board meeting, 16 Academic, 4 Associate, 9 Corporate and 7 Executive members were approved.

## 6. 2<sup>nd</sup> Quarter Financial Report

- a. First Vice President Richard Smith reported SWAAAE currently has \$229,760.87 in total assets. He reported the outstanding income from the 2015 Summer Conference which totaled \$466. He noted the Profit and Loss Statement does not reflect the total income collected or expenses for the 2015 Short Course Conference.

## 7. Bylaw Amendments

- a. Second Vice President Gary Mascaro referenced his report included in the handout packet. He noted one additional amendment approved at Sunday's Board meeting to ARTICLE V, Section 1, Item A which included deleting the phrase "shall be appointed by the Board and". **ACTION:** Gladys Wiggins made a motion to approve the amended Bylaws. Director Jon Stout seconded the motion, which passed unanimously.

## 8. Policy Decisions

- a. Second Vice President Gary Mascaro referenced his report included in the handout packet. **ACTION:** Rod Dinger made a motion to approve the revised policy decisions. Jennifer Maples seconded the motion, which passed unanimously.

## 9. AAAE Update

- a. It was reported that:
  - i. Three SWAAAE representatives attended the 2015 Annual Aviation Issues Conference. At the conference, it was reported that the collaboration between ACI and AAAE has been positive and AAAE's CEO one year anniversary was celebrated.
  - ii. A \$100,000 scholarship check was presented to AAAE. It was reported that the AAAE foundation is considering parceling out scholarships to recipients based on their local chapter's participation within the foundation.

## 10. Committee Reports

- a. Legislative Committee
  - i. Committee Chair John Pfeifer reported:
    1. The FAA's policy on fuel tax revenue will be a big concern for all states in 2015. He noted that the committee plans to work on getting a consensus from regional airports and draft a letter of support.
    2. California now has an Aviation Caucus.
    3. There is a new bill to ban aerial advertising in Hawaii.

## 11. Election Results

- a. Danette Bewley was elected SWAAAE's 2015-2017 representative on AAAE's Board of Directors. Todd McNamee was elected as SWAAAE's AAAE Secretary/Treasurer representative.

## 12. Member Comments

- a. Mark Witsoe recommended removing any geography elements when designing the new SWAAAE logo.
- b. Association Coordinator Cathy Herring gave a report on Executive Director Katie Elsberry's pregnancy.
- c. The next SWAAAE Board meeting will take place April 16, 2015 at the San Jose Marriott.

d. The 2015 Summer Conference will take place July 26-29 at the San Jose Marriott.

**13. Adjourn**

a. Scott Malta made a motion to adjourn the meeting at 9:44 a.m. First Vice President Smith seconded the motion, which passed unanimously.

Respectfully submitted: *Cathy Herring, SWAAAE Coordinator*