



## Washington Airport Management Association

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### **WAMA Board Meeting Conference Call Meeting August 18, 2016 Minutes**

- 1. Call to Order** ~ President Sheehan called the meeting to order at 1pm
- 2. Roll Call** ~ Secretary Mensonides. Members present: Ryan Sheehan, Tim Mensonides, John Haakenson, Marjy Leggett, Dave Field, Kandace Harvey, Arif Ghouse, Rob Hodgeman, Sara Young  
  
Absent: Deb Wallace, Jennifer Skoglund,
- 3. Presentation and approval of the June 16 & July 22 Meeting Minutes** ~ Secretary Mensonides. Approved by motion and vote
- 4. Presentation and approval of the August Treasurer's Report** ~ Kandace Harvey.
  - a. Membership dues income: \$30,965; Total income \$77,192.65
  - b. Total expenses \$69,686.53
  - c. Net income: \$7,506.12
  - d. Balance Sheet Total Assets, liabilities, equity \$71,324.35  
Approved by motion and vote
- 5. President's Report** ~ President Sheehan.  
No report
- 6. Executive Director's Report** ~ ED Leggett (see ED report for additional details)
  - a. WSDOT/WPA – Passport Program-survey
  - b. Participated in Legislative Committee conference call
  - c. Contacted members with lapsed memberships

## 7. Committee Reports ~

### a. Airport Committee ~ Chair Hodgeman

- i. Will meet August 19th
- ii. FAA Hangar Use Policy
- iii. Update on UAS – advisory circular part 107
- iv. Winter Operations
- v. TALPA Advisory Circular

### b. Legislative Committee ~ Chair Ghouse

- i. UAS – put together a summary, will put out to the membership
- ii. Hangar Use Policy working on summary
- iii. In the process of obtaining a copy of RCW's that pertain to certain taxes which potentially could come back to the aviation fund – committee plans to produce a white paper

### c. Membership Recruitment and Relations Committee ~ Chair Mensonides

- i. Current total number of members: 222 (120 Management, 59 Associates, 43 Other: includes complimentary, Education, Honorary and retired). 19 new members for the year, 1 since July 1.
- ii. Meeting September 2<sup>nd</sup> at Harvey Field. Topics include the newsletter, brochure, new member outreach & audit of QuickBooks/Wild Apricot

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

- i. Nominating Committee and Election
- ii. Sara Young, Tim Mensonides and Rob Hodgeman comprise the nominating committee- goal to have names for the September 15 board meeting  
(1) Open positions in 2017: Deb Wallace, Ryan Sheehan, Jon Haakenson, Jennifer Skoglund

### e. Scholarship/Internship Committee ~ Rob Hodgeman

- i. Minimal Activity, things will pick up in the new year

### f. Conference/Education Committee ~ Chair Haakenson

- i. Semihamoo Resort is the recommended location for the 2017 conference  
(1) A vote by the board via email will take place for the site of the conference
- ii. Conference will take place May 2-4
- iii. Will solicit membership for use of equipment, renting equipment is costly
- iv. A question was raised if the golf tournament should be continued

### g. Finance Committee ~ No Report

Reports approved by motion and vote

8. Results of Resolution to add Ryan Sheehan, Tim Mensonides, & Arif Ghouse to Bank Account as signatories. Remove Ryan Zulauf, Kandace Harvey, & John Haakenson – Passed through email vote.
9. A succession plan for managing Wild Apricot after David Field leaves was discussed. The current plan is to transition the responsibility to the director position. Dave plans to meet with Marjy to train her on Wild Apricot.

**10. Next Meeting September 15, 2016 – Conference Call ~ President Sheehan**

**11. Remarks for the Good of the Order:**

Rob Hodgeman discussed the Cascadia Subduction Zone: roughly 70 airports will be affected by the event. FEMA has the ability to conduct an assessment on existing infrastructure and to rank priority response airports. The FAA has also approached WSDOT on doing a study on load bearing capacity to determine what airports are capable of handling would be response aircraft. WSDOT has been approached to research and put together a reference book with inventory on 30 airports in Western Washington. A future presentation on the preparation for the Cascadia Subduction Zone event to the membership may be in order.

Director Leggett reminded to everyone to complete the survey for the WPA Passport Program

**12. Adjourn ~ President Sheehan at 1:52 pm**

Respectfully submitted: Tim Mensonides, Secretary