



Washington Airport Management Association

WAMA Board Meeting Conference Call Meeting November 17, 2016 – 1:00 PM

Minutes

- 1. Call to Order** ~ President Sheehan called the meeting to order at 1:02pm.
- 2. Roll Call** ~ Secretary Mensonides. Members present: Ryan Sheehan, Arif Ghouse, Jennifer Skoglund, David Field, Tim Mensonides, John Haakenson, Rob Hodgman, Sara Young

Absent: Deb Wallace, Kandace Harvey
- 3. Presentation and approval of the October Meeting Minutes** ~ Secretary Mensonides.
Approved by motion and vote.
- 4. Presentation and approval of the October Treasurer's Report** ~ Treasurer Skoglund
 - a. Total income: \$77,209.63
 - b. Total expenses: \$76,862.74
 - c. Net income: \$898.89
 - d. Balance Sheet Total Assets, Liabilities, Equity: \$64,672.56
 - e. Statement of Cash Flows, Cash on Hand: \$58,337.05Approved by motion and vote.
- 5. President's Report** ~ President Sheehan

Attended WSCAA conference in Leavenworth. Presented on WAMA with Sara Young.

WAMA elections have concluded. Will schedule executive team meetings to discuss the transition from 2016-2017.

Attended a productive air freight capacity meeting as the President of WAMA. The meeting was organized by Senator Karen Keiser and had no specific outcomes other than an agreement to have future discussions.
- 6. Executive Director's Report** ~ ED Leggett (See ED report for additional details.)
 - a. Working with WSDOT/Aviation on Passport Program
 - b. WAMA Board Support
 - c. Reviewed Lobbyist contract

- d. Responded and referenced membership questions

7. Committee Reports ~

a. Airport Committee ~ Chair Hodgman

- i. Pacific Northwest Aerospace Alliance conference could be an opportunity to have a multiple airports share a booth to recruit aerospace manufacturers. The conference is scheduled for February 13-16. The committee is gauging WAMA member's interest in attending the conference.
- ii. 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. Received draft proposal which is similar to past contracts. Will plan to approve the contract at the next meeting.
- ii. Aviation Awareness Day in Olympia is scheduled for January 18. Planning has started.

c. Membership Recruitment and Relations Committee ~ Chair Mensonides

- i. Working on membership renewals. David Field will send renewal message to airports and consultants who prefer to do multiple renewals. Messages will go out middle of December and the beginning of 2017.
- ii. Will meet on December 2nd to discuss membership renewals, the Aviation Tradeshow and the 4th quarter newsletter

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

- i. Elections completed and announcements have been sent out.
- ii. Human Resources is working with the ED and President Sheehan on reviewing the ED's evaluation and 2017 contract.

e. Scholarship/Internship Committee ~

- i. No report

f. Conference/Education Committee ~ Chair Haakenson

- i. Conference fee to remain at \$250.
- ii. Chair Haakenson and Kelly Thompson have started preparing menus and finalizing plans with Semiahmoo Resort.
- iii. The committee is seeking agenda topics from WAMA members.
- iv. Subcommittee should be formed to start planning a joint conference with OAMA in 2018. President Sheehan will contact OAMA's executive board to start the planning process.

g. Finance Committee ~ Chair Skoglund

- i. Working on the 2017 budget

- ii. Currently working on US Bank signature cards, which is needed to update WAMA signatures. May need to wait until December meeting to pass a resolution with the appropriate 2017 officers.

Reports approved by motion and vote.

8. Next Meeting December 15, 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 2:19 pm. Approved by motion and vote.

Respectfully submitted,

Tim Mensonides Secretary