



Washington Airport Management Association

**WAMA Board Meeting
Conference Call Meeting
September 15, 2016
Minutes FINAL**

- 1. Call to Order** ~ President Sheehan called the meeting to order at 1pm
- 2. Roll Call** ~ Secretary Mensonides. Members present: Ryan Sheehan, Tim Mensonides, Marjy Leggett, Kandace Harvey, Arif Ghouse, Sara Young, Jennifer Skoglund

Absent: Deb Wallace, Dave Field, John Haakenson, Rob Hodgeman
- 3. Presentation and approval of the August 18 Meeting Minutes** ~ Secretary Mensonides.
Approved by motion and vote
- 4. Presentation and approval of the August Treasurer's Report** ~ Jennifer Skoglund.
 - a. Total income \$76,997.11
 - b. Total expenses \$72,699.74
 - c. Net income: \$4,849.37
 - d. Balance Sheet Total Assets, liabilities, equity \$68,270.18
 - e. Statement of Cash Flows, Cash on Hand (8/31/16) \$67,049.63
Approved by motion and vote
- 5. President's Report** ~ President Sheehan.
Large amount of activity and involvement with the committees. Recruitment of BLI to become involved with WAMA.
- 6. Executive Director's Report** ~ ED Leggett (see ED report for additional details)
 - a. Member and Board Support, Newsletter, Updated Action Item Worksheet
 - b. Legislative, Membership and Conference Committee Support
 - c. Participated in AOPA Fly-In

7. Committee Reports ~

- a. Airport Committee ~ Vice Chair Young
 - i. TALPA Advisory Circular/Field Condition Reporting will be discussed at the next committee meeting
 - ii. Update on UAS – advisory circular part 107- the committee believes there are many issues with the AC. Recommended WAMA consider becoming more involved and take legislative action.
 - iii. FAA Hangar Use Policy and non-aeronautical use – committee will continue to monitor
- b. Legislative Committee ~ Chair Ghouse
 - i. Establishing an agenda of what we is needed for legislative action for the upcoming legislative session. Reached out to WSDOT on what taxes could possibly be leveraged for the aeronautics account. The 3 taxes are:
 - (1) Leasehold tax
 - (2) Sales Tax
 - (3) Aviation fuel tax
- c. Membership Recruitment and Relations Committee ~ Chair Mensonides
 - i. Current total number of members: 223 (120 Management, 59 Associates, 44 Other: includes complimentary, Education, Honorary and retired). 20 new members for the year, 1 new student membership since August 18.
 - ii. 3rd Quarter newsletter will be completed by the end of the month
 - iii. At the September meeting discussed the brochure and Wild Apricot/QuickBooks merge
 - iv. New member outreach: BLI
- d. Human Resources (& Nominating) Committee ~ Chair Young
 - i. Nominating Committee and Election – will meet the week of September 26th
 - (1) 2 vacant board position
 - (2) The nominees will be brought to the board for electronic vote the beginning of October, vote to the membership will occur no later than October 15
- e. Scholarship/Internship Committee ~ Vice Chair Mensonides
 - i. No report
- f. Conference/Education Committee ~ Vice Chair Skoglund
 - i. A contract with Semihamoo Resort has been executed
 - ii. Conference will take place May 1-4
 - iii. Researching cost saving measures regarding equipment rental
- g. Finance Committee ~ Chair Skoglund
 - i. Committee met September 14th
 - ii. 2017 conference deposit was discussed

(a) Motion to approve the payment for a deposit of \$16,875.00 to Semhimoo resort for the 2017 conference was made. Approved by vote

- iii. Per the bylaws an audit of the financials is required. \$2,500.00 will be budgeted in 2017 to conduct the review and will be completed by WAMA's CPA.
- iv. Per the previously approved motion Kandace Harvey, John Haakenson and Ryan Zulauf will be removed from WAMA's signature cards. Jennifer will be contacting Ryan, Arif and Tim to update the signature card at their local US Banks.

Reports approved by motion and vote

8. Next Meeting October 20, 2016 – 1:00PM Conference Call ~ President Sheehan

9. Remarks for the Good of the Order:

12. Adjourn ~ President Sheehan at 2:04 pm

Respectfully submitted: Tim Mensonides, Secretary