



**Board Meeting  
November 19, 2014 – 1:00 PM  
Conference Call Meeting**

## **Minutes**

- 1) **Call to Order** Meeting called to Order by President Harvey
- 2) **Roll Call** In attendance by phone: Kandace, Dave, Jennifer, Deb, Rob, Warren, Ryan.  
Absent: John, Jamelle
- 3) **Presentation and approval of the October Meeting Minutes ~ Secretary Field; Minutes** were reviewed and approved by motion and vote.
- 4) **Presentation and approval of the Treasurer’s Report ~ Treasurer Skoglund:** The report, which had been provided to the members in advance, was reviewed. It was quite positive, with increases in revenue and assets. The report was approved by the Board, by motion and vote.
- 5) **Committee Reports ~ Review of Outstanding Action Items:** Each committee reported on the action items for which they are responsible. Warren recorded the reports and will update the action item list appropriately.
  - a) *Airport Committee:* Jamelle is still looking for volunteers, particularly for the “regional” and “commercial” teams. The UAS issue was reviewed, and a discussion ensued regarding the disposition of committee recommendations stemming from their analyses.
  - b) *Legislative Committee*
    - i) **2015 Lobbyist Contract Status** – Some details of the contract for the coming year were discussed. Same value as 2014 is anticipated.
    - ii) **AWB Support of Excise Tax Legislation** The actions of the AWB, in introducing the bill related to aircraft excise tax was reviewed. Although AWB was not involved last year in the efforts of WAMA and WSDOT and others to promote this legislation, they introduced it this year with no advance notice to WAMA. The Committee will follow up with AWB and try to develop the best approach to support of the issue.
  - c) *Membership Recruitment and Relations Committee*
    - i) **Bylaws and Board Composition Issues** For the record, David Field’s status as a member that makes him eligible to continue as Secretary was reviewed. Dave is eligible as an Associate member following his retirement as a consultant, based on the bylaw provision that includes “interest in” as well as “employment in” the airports and the industry. In addition, Ryan Zulauf’s status as Immediate Past President was reviewed in light of his resignation from Renton Airport and new employment at FAA. Ryan has withdrawn as a WAMA member and will not participate as

Immediate Past Pres. The Board membership will total 8 members rather than nine for the year 2015.

d) Scholarship/Internship Committee

i) **Community Education Grant Candidate: Pearson Field.** Pearson Field has been suggested as a candidate based on Air[port Manager Williamson's comments recently that they are trying to educate the community about the value of the airport and the museum.

ii) **Green River Community College Eligibility.** Curt Scott has updated regarding the status of their aviation management degree program. The committee is maintaining a list of schools that have scholarship-eligible programs and will include Green River.

e) Conference/Education Committee – Status of planning for the May 2015 conference were reviewed. Serious/intense effort will start after the New Year.

f) Finance Committees

i) **Budget 2015 Report** – Budget completion has been delayed for consideration of a modification of Warren's ED budget. After deliberation, the Board decided to approve the budget without amending the ED element. Any needed changes will be negotiated during the first year, before the end of the current term of Warren's employment agreement. If necessary, an amendment to the budget will be proposed to the Board before the end of the first quarter. The current recommended budget was approved by motion and unanimous vote of the Board.

ii) **Liability Insurance Update** The proposed Director's insurance. Was discussed, including the proposal presented by PLC Insurance LLC. There was general agreement that WAMA should have such insurance to protect board members and Officers. There was a desire to see more of the details of the proposed insurance. Secretary Field was directed to obtain more information and provide it to the Board members.

g) Human Resources Committee

i) **2015-2016 Board Election Results** Election results were confirmed. See the web site for the final result.

6) **Executive Director's Report**

a) **Director's Report** : Warren provided a little additional detail in his report to the Board. See the web site for Warren's current report.

7) **New Action Items**

8) **Next Meeting ~ December 18 at 10:00**

9) **Remarks for the good of the order**

10) **Adjourn**

Executive Officers, Board Members and Executive Director

Kandace Harvey, President; John Haakenson, Vice President; David Field, Secretary; Jennifer Skoglund, Treasurer  
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