



# Washington Airport Management Association

**Board Meeting  
August 19, 2021 – 1:00 PM  
Teleconference**

## **MINUTES**

- **Call to Order** ~ President Mueller
- **Roll Call** ~ Secretary S. Peterson
  - *Marjy Leggett, ED*
  - *Rich Mueller, President*
  - *Brandon Rakes, Vice President*
  - *Samantha Peterson, Secretary*
  - *Jennifer Skoglund, Treasurer*
  - *Robert Peterson, Board Position*
  - *Rob Hodgman, Board Position*
  - *Tim Mensonides, Board Position*
  - *Dan Gase, Board Position*
  - *Adam Phelps, Past President*
  - *Others Present: Warren Hendrickson*
- **Presentation and approval of the July Meeting Minutes** ~ Secretary S. Peterson

*July meeting minutes approved with the addition of the Legislative Committee report.*
- **Presentation and approval of the August Treasurer's Report** ~ Treasurer Skoglund

*Total assets \$106,708.46; Total liabilities & equity \$106,708.46*

*Discussion of conference revenue/expenditure breakouts in the budget and how we may look at simplifying the groupings moving forward into the next conference. Chair Peterson also discussed the options and benefits for changing the conference sponsorships (bronze, silver, gold) and the challenges we are facing with current sponsorship categories (by event).*
- **President's Report** ~ President Mueller

*Special thanks to VP Rakes for covering the last two Board meetings for him. Statement made in relation to the conference and plans to move forward as planned. If there are any outstanding needs or questions for Rich, please send him a message.*
- **Executive Director's Report** ~ ED Leggett

*ED Leggett sent out two Waypoint updates to the membership last month. Also received and sent out several airport management questions including leasing and runway lighting. A special thanks to those who are responding and helping these members with their questions. FAA research for hangar requirements and inspections. Added Morton to the FLYWA map. Louisiana reached out for information on the WA Passport Program and would like to model the program for their state. Finalizing speakers for the conference, Senator Honeyford is unable to speak this year. Applied Pavement renewed the Waypoints and new sponsor CivilAire Engineers. Coordinating for tomorrow's Pangborn Airport tour, 13 are signed up thus far.*

- **Other Business**

- **Committee Reports** ~ Review of Open Action Items + Additional Items Listed Below

- a. **Conference/Education Committee** ~ Chair S. Peterson

*Chair Peterson updated the Board on the sponsorship and registered attendees tracking. Conference agenda is nearly complete besides the final AAM presentations.*

*Past President Phelps asked about our "Wama" response to Covid is so we are all on the same page in speaking to attendees and membership. President Mueller will write up a message to the members in regards to this topic.*

*President Mueller and ED Leggett will work on the general business meeting agenda.*

- b. **Legislative Committee** ~ Chair R. Peterson

*Held a legislative committee meeting recently with a follow-up on priorities including the 1% fuel tax that supports our grant funding; as well as a recent updated report Washington Action Plan Policy Concerning Airport Revenue 2021 update. One was sent over last year and it was determined by FAA that it did not meet their requirements, so it was updated and resubmitted. The next session is a short session, so funding requests may be challenging.*

- c. **WSAA Update** ~ Warren Hendrickson

*No report today.*

- d. **Airport Committee** ~ Chair Riordan (Absent)

- i. Funding Sources for Airports
- ii. CARB Funding Utilization

*ED Leggett advised that there hasn't been a meeting setup, and President Mueller will follow-up with Chair Riordan about the committee and a report to the members at the conference.*

- e. **Membership Recruitment and Relations Committee** ~ Chair Field (Absent)

- i. Ideas to attract small airports/benefits for joining WAMA

*No report today.*

- f. **Human Resources (& Nominating) Committee** ~ Chair Mensonides

- i. Award nominations

*Actively solicited for award nominations and received for a couple WAMA member of the year. Will be meeting with the committee to review and select.*

- g. **Scholarship/Internship Committee** ~ Chair Hodgman

*No report today.*

- h. **Finance Committee** ~ Chair Skoglund

*Budget preparation discussions. R.Peterson recommended that maybe we consider adopting a two year budget. Treasurer Skoglund and President Mueller commented that we do have a stable budget and that could work for us. Treasurer Skoglund will coordinate with Kandace on whether this may be an option from the financial side.*

**9. New Action Items Recap ~ ED Leggett**

**10. Next Meeting Thursday, September 16, 2021 at 1:00pm**

**11. Remarks for the good of the order ~ President Mueller**

*R.Peterson advised that David Decoteau, Airport Manager with Renton has accepted a position with King County as a Deputy Director.*

**12. Adjourn ~ President Mueller (2:20pm)**