



Washington Airport Management Association

**Board Meeting
September 16, 2021 – 1:00 PM
Teleconference**

MINUTES

1. Call to Order ~ President Mueller

2. Roll Call ~ Secretary S. Peterson

- a. *Marjy Leggett, ED*
- b. *Rich Mueller, President*
- c. *Brandon Rakes, Vice President*
- d. *Samantha Peterson, Secretary*
- e. *ABSENT Jennifer Skoglund, Treasurer*
- f. *Robert Peterson, Board Position*
- g. *Rob Hodgman, Board Position*
- h. *Tim Mensonides, Board Position*
- i. *Dan Gase, Board Position*
- j. *Adam Phelps, Past President*
- k. *Others Present: Warren Hendrickson*

3. Presentation and approval of the August Meeting Minutes ~ Secretary S. Peterson

- a. *August meeting minutes approved*

4. Presentation and approval of the September Treasurer's Report ~ Treasurer Skoglund

5. President's Report ~ President Mueller

Discussion of 2021 conference and in-person attendance. President Mueller sent out a WAMA message to membership encouraging attendance and participation.

6. Executive Director's Report ~ ED Leggett

ED Leggett received one comment from a member that said they were not going to attend because of COVID. Two waypoints sent out and received three questions from members. A special thanks to everyone for responding to those. Questions on locating used fuel trucks, land acquisition, and runway lighting. Will be attending the WSCAA conference in Leavenworth.

Discussion of cancelling the October board meeting due to WSCAA and WAMA conference. Vote was to cancel the meeting.

7. Other Business

8. Committee Reports ~ Review of Open Action Items + Additional Items Listed Below

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

Final coordination in preparations for the October conference. Request to the board to review the agenda and coordinate with speakers. Chair Peterson is setting up the virtual meetings for each presenter. Made a change to host the welcome reception outdoors. Request to add a note to Waypoints for attendees to bring swag or donations for the raffle. Request for Rich to bring a portable speaker/PA system for music.

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

Request that the board extend Susie's contract for legislative services. We should evaluate whether a minor increase in cost for her services is feasible with the budget. Need approval to negotiate a contract and increase her fee. Chair Peterson will coordinate with Treasurer Skoglund on the budget and fee. Phelps asked whether the remote versus in-person work made the workload greater or easier which may be factored into the fee.

c. **WSAA Update** ~ Warren Hendrickson

Mr. Hendrickson attended the WSAA board meeting focused on the legislative forefront going into this short session.

d. **Airport Committee** ~ Chair Riordan

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

Received about 95% of airport feedback about the use of their ARPA/CARES funds. Ongoing work on the toolkit and will put it into a PowerPoint presentation with hyperlinks for the members and once its complete, WAMA can decide where to store that.

e. **Membership Recruitment and Relations Committee** ~ Chair Field

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

ED Leggett advised that Chair Field is setting up a membership committee meeting in the next couple weeks and has been delayed due to a surgery.

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

- i. Presentation of Officer Candidates for Board Approval

Discussion of the awards in preparation for the conference. Presented the 2022-2023 board candidates for discussion. Entertain a motion to send this list to the membership for vote.

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

Nothing to report

h. **Finance Committee** ~ Chair Skoglund

Absent – Will have financials for the conference.

9. New Action Items Recap ~ ED Leggett

10. Next Meeting Thursday, October 21, 2021 at 1:00pm? CANCELLED

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

12. Adjourn ~ President Mueller - 2:16pm