



Washington Airport Management Association

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

MINUTES

1. Call to Order ~ Vice President Rakes 1:06pm

2. Roll Call ~ ED Leggett

- *Marjy Leggett, ED*
- *Rich Mueller, President (In/Out)*
- *Brandon Rakes, Vice President*
- *Samantha Peterson, Secretary (In/Out)*
- *Jennifer Skoglund, Treasurer*
- *Robert Peterson, Board Position (Absent)*
- *Rob Hodgman, Board Position*
- *Tim Mensonides, Board Position*
- *Dan Gase, Board Position (Absent)*
- *Adam Phelps, Past President*
- *Others Present: Warren Hendrickson*

3. Presentation and approval of the November Meeting Minutes ~ Vice President Rakes

November meeting minutes are approved.

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

Net ordinary income - \$9,645.93; cash at end of Period - \$59,958.49

Treasurer's report approved as presented.

5. President's Report ~ President Mueller

President Mueller expressed his appreciation to the Board and the work from 2021 and ability to stay on for 2022.

6. Executive Director's Report ~ ED Leggett

Received a question on hangar lease fees and answers were included in the latest Waypoints. Met with the Port of Benton newly elected Commissioner. Participated in the FLYWA. Participated in a call with Sun Mountain with S.Peterson for the Conference Prep. Received committee reports from HR, Scholarship, and Finance. If you have not sent in a committee report, then Marjy will

create a write up. Participated in the budget meeting and sent the Q/As to the Webmaster for uploading on the website. Next meeting is scheduled for January 20th.

Hodgman noted that for the FLYWA Food Drive, 7,500 lbs. have been donated and Auburn received the highest amount of food and will be the recipient of the award.

7. New Business

a. WAMA Credit Card

ED Leggett recommended to change the credit card issuance from the President to the Executive Director, due to the consistent turnover of the President position.

Discussion led to a subcommittee (finance committee) to review the policies and bylaws to ensure that all documents are updated to ensure that the ED can have a credit card. Will bring the results back at the next Board meeting.

b. Continuation of WAMA newsletter

ED – Do we need to continue the newsletter with the ongoing issuance of the Waypoints?

A. Phelps recommended that we save the Waypoints and make it available for historical information for members.

Motion to discontinue the newsletter going forward was approved.

c. Trade Show booth partnership with Fly WA

Discussion included staffing the booth with a member of WAMA and FLYWA to ensure that someone with knowledge of each organization can answer questions.

ED request for a motion to approve the partnership and to reserve the booth and get reimbursed for half by FLYWA.

Motion approved.

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

a. Conference/Education Committee ~ Chair S. Peterson (Absent)

i. Update on 2022 Conference

ED Leggett advised that we had a meeting with Sun Mountain Lodge, and that she received a call from Campbells asking if we were interested in 2023 or 2024 for scheduling a conference.

b. Legislative Committee ~ Chair R. Peterson (Absent)

i. New Chairman? Discussion and President Mueller will reach out.

ii. Cantwell Announcement

iii. WA State airport infrastructure funds

c. WSAA Update ~ Warren Hendrickson

WPPA annual meeting was Dec 1st-3rd and presented to the committee on the HSTPPT and the current situation, most of the audience were commissioners and CEOs with limited airport managers. 34 of our airports in the state are Port-sponsored airports. Jim C. is the ED of

Chelan and has volunteered to get a letter writing campaign to get it signed by all Ports with airports within the state to sign and distribute that letter to the executive offices in Olympia.

Santa Clair County, CA has banned the sale of 100LL sale of fuel at their two county-owned airports.

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

President Mueller spoke with Riordan and he advised that the First Friday sessions are exciting and he's got the next couple months lined up, but would like to make it a year-round activity.

Ongoing work on the airport funding guide.

Question on platforms that can be used to host these meetings.

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

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

ED Leggett advised that January 1st, membership will be sending out membership renewals. Megan Z. is on the committee and may be available to could take over the Chair position for Dave.

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

Chair Mensonides has advised that they are finalizing the ED agreement for 2022.

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

Nothing to report.

h. **Finance Committee** ~ Chair Skoglund

Action item is to approve the 2022 WAMA budget. Same proposed budget that was at the November 2021 meeting.

Motion to approve the WAMA budget approved.

9. New Action Items Recap ~ ED Leggett

10. Next Meeting Thursday, January 20, 2022 at 1:00pm

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

12. Adjourn ~ President Mueller