



Washington Airport Management Association

**Board Meeting
September 15, 2022 – 1:00 PM
Teleconference**

MINUTES

1. Call to Order ~ President Mueller

2. Roll Call ~ Secretary S. Peterson

- *Marjy Leggett, ED*
- *Rich Mueller, President*
- *Brandon Rakes, Vice President*
- *Samantha Peterson, Secretary*
- *Jennifer Skoglund, Treasurer*
- *Jeanie Sharpe, Board Position (Absent)*
- *Rob Hodgman, Board Position*
- *Tim Mensonides, Board Position*
- *David Decoteau, Board Position*
- *Adam Phelps, Past President*
- *Others Present: Christine Roemeling, Warren Hendrickson,*

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

August meeting minutes approved

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

No report this month, August financials are not yet available.

5. President's Report ~ President Mueller

Thanks to Spokane staff for the AOPA fly-in connections. Further discussions will be included in the HR and Nominating Committee.

6. Executive Director's Report ~ ED Leggett

Received two questions from airport staff, which will be posted on the website. Attended FLYWA Passport meeting, attended the airport support volunteer meeting at the AOPA hangar in Spokane. Participated in the conference committee call and working with the human resources committee. Last month visited Sunnyside, Goldendale, Anderson Field, Lake Chelan, Mansfield, Geiger Field, Deer Park, and Felts Field. Spoke with a few airports and sent out the First Friday reminder. Working on obtaining the WAMA credit card.

7. *Next meeting was planned for October 20th, which conflicts with WSCAA conference. Discussion to move this to October 27th, which was approved.*

8. **New Business**

Discussion on the WAMA Member Forum on the website and using it to submit questions to the membership. The forum requires that the questions and discussions only email those who are subscribed. This is a duplicate option for reaching out to members besides emailing Marjy and having it posted through Waypoints?

Warren asked about the consolidation of the Spokane and Pasco Approach. Letter of Agreement starting in October for issuing NOTAMs and contacting Approach.

9. **Old Business**

Rich is working on getting the WAMA credit card issued for Marjy.

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

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

Conference committee meeting past Thursday and prepared a draft list of topics and presenters.

Waiting on 2024 venue decision, and David Decoteau is working with the Renton hotel.

Tabled the rates/sponsorship discussion for next month's meeting.

b. **Legislative Committee** ~ Chair Hoppe (Absent)

Legislative Agenda.

- i. • Determine the Washington state legislative agenda for the coming year, based on WAMA priorities and the length of the upcoming legislative session.
- ii. • The internal process should begin no later than September of each year.
- iii. *Coming up in October: Lobbyist Contract*

c. **WSAA Update** ~ Warren Hendrickson

- i. CACC Update – *Preparing for next full commission meeting. Deadline of Oct 15th for submittal of the legislative report with airports from six down to two.*

Discussion of Jim Honeyford's retirement and who will pick up the aviation needs going forward.

Director Hodgman - WSDOT discussion of how to provide funding for hangars; with possible blends between grants and CARB loans. Comments on CACC: all six counties have provided a disposition towards being included in the study. Will be doing an "Inside Olympia" meeting/interview in the first week of October with help from Warren and two legislators.

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

i. Upcoming First Friday Virtual Airport Meetings

ED Leggett advised that Charlie asked for a request for speakers be added to Waypoints. Director Hodgman discussed adding some airport management topics with local speakers to these First Friday meetings.

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

Got the outstanding Yakima billed paid and am still working on the Port of Seattle.

Looking for direction on how to handle members who leave and whether that paid membership goes with the airport or with the person. Putting procedures in place for the future.

Discussion of some new airport management transitions:

- *David Ohl, Airport Manager Bowers Field*
- *Mike Wren (former), Re*

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

i. Nominations

Draft 2023 – President Rakes, VP Decoteau, Secretary Robinson, Treasurer Skoglund, Director Mensonides, Director Phelps, Director Peterson, Director Hodgman, Past President Mueller.

Airport tours and met with command staff with McChord and they have offered to host an upcoming tour to encourage community outreach.

Discussion on what makes the most sense to fill a currently vacant position through the remainder of the year. One recommendation was to invite future Secretary Robinson to the Board to fill Sharpe's vacant position until next year.

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

h. **Finance Committee** ~ Chair Skoglund

i. **Coming up in October: Begin Preparations for Budget Review**

Director Hodgman makes a motion to increase the dues per the proposal. President Mueller asks for amending the motion to include the rate lock and timeline. Past President Phelps advises that he doesn't believe we need to put a timeline on the rates.

Motion passes to increase the dues per the proposal:

- *Average 10% increase*
- *No change to education*

Discussion of how often dues should be evaluated and increased (3 years or 2 years?).

Chair Skoglund will draft a letter to the membership letting them know of the changes.

Chair Roemeling asked about “who falls in as an additional member”. Chair Skoglund advises that each airport membership has one member tied to it, so anyone else added would be an additional \$75. Chair Peterson asked about whether we wanted to keep that because it’ll impact the dues for WAMA conferences and doing a member versus non-member fees. Chair Roemeling will look at how many “additional members” we have and if we were to eliminate that fee, how much would that impact us.

9. New Action Items Recap ~ ED Leggett

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

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

12. Adjourn ~ President Mueller