



# Washington Airport Management Association

## **Board Meeting December 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*
- *Lorene Robinson, Board Position*
- *Rob Hodgman, Board Position (Absent)*
- *Tim Mensonides, Board Position*
- *David Decoteau, Board Position*
- *Adam Phelps, Past President*
- *Others Present: Ben Hoppe – Chair, Justin Heid (Guest)*

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

*Tim Mensonides made motion to approve the meeting minutes, seconded by David Decoteau. Minutes approved.*

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

*Jennifer advised that she does not have the updated financial reports to present this month.*

**5. President's Report** ~ President Mueller

*Another thanks to the group for being 2022's President and looking forward to Brandon taking over in 2023.*

**6. Executive Director's Report** ~ ED Leggett

*Sent out two Waypoints and participated in the FLYWA. Visited the Warden Airport and got a chance to speak with them. Introduced myself to Quentin the new Airport Manager at Port of Benton. Participated in the Human Resources ED review. Sent out the First Friday reminder and paid for the NW Aviation Trade Show booth.*

**7. New Business**

*Adam Phelps asked about the Director of WSDOT; he was unaware that he was retiring. Eric Johnson is interim Director. Adam was interested in how this will affect legislation going forward. ED Leggett added the job posting to the WAMA Waypoints.*

## 8. Old Business

- a. Update on Hangar Waitlist ~ Vice President Rakes with invited speakers, Leah Whitfield and Justin Heid of the Aviation Planning Group

*Justin provided a presentation on the hangar waitlist database for the board and is working with Brandon Rakes and Warren Hendrickson as test-airports. Still in the early phases of design/planning, no ETA yet on roll-out dates.*

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

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

*Conference agenda is underway and being circulated with the conference committee. A committee meeting will be scheduled in January to review the agenda and update as necessary.*

*A discussion that FAA will be hosting a 2024 conference, which will be around the same time as our conference at the same location. Asked the group what they felt about hosting two conferences back-to-back. The board felt that it could be favorable to do the meetings close together and didn't think it would discourage any participation.*

- b. **Legislative Committee** ~ Chair Hoppe

Legislative Agenda.

*Sent an updated contract to Susie Tracy for signature and has been working with Jennifer Skoglund on the fee. Attended the WPPA conference and Warren's update on the HSTB/PPT funding. Jim Coons from Chelan-Douglas asked if WAMA could support solicitating an attorney, or options to file suit against the Treasury or Department of Revenue on misuse of these funds.*

*President Mueller has advised that individual airport support is acceptable, but traditionally WAMA as an organization has wanted to stay back from lawsuits. VP Rakes agrees with Mueller's sentiments.*

*Adam Phelps provided a quick overview of the EAA lawsuit with Spokane Airports for Ben Hoppe's knowledge.*

- c. **WSAA Update** ~ Warren Hendrickson (Absent)

- i. CACC Update – *No update this month*

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

- i. Airport Visits
- ii. Rates and Charges Update

*No report this month*

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

*Chair Roemeling sent ED Leggett an update to present on her behalf. She's updating everything to send out renewal reminders and will target those that did not renew last year.*

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

*HR Committee conducted the annual ED review.*

g. **Scholarship/Internship Committee** ~ Chair Hodgman (Absent)

*No report this month.*

h. **Finance Committee** ~ Chair Skoglund

i. Budget.

ii. • Process begins at beginning of 4th quarter of calendar.

iii. • Current year budget is reviewed and anticipated revisions are developed and presented to the Board of Directors.

iv. • Final approval of the budget by the Board of Directors must occur prior to the end of the calendar year.

*Jennifer presented the 2023 approved budget, which was sent to the Board.*

*Gross Profit: \$102,770*

*Total Expenses: \$102,770*

*Net Ordinary Income: \$0*

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

**10. Next Meeting Thursday, January 19, 2023 at 1:00pm**

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

**12. Adjourn** ~ President Mueller (2:25pm)