



Washington Airport Management Association

**Board Meeting
August 17, 2023 – 1:00 PM
Teleconference**

MINUTES

- 1. Call to Order** ~ President Rakes called the meeting to order at 1:03pm
- 2. Roll Call** ~ ED Leggett presented on behalf of Secretary Robinson
 - a. Marjy Leggett, Executive Director
 - b. Brandon Rakes, President
 - c. Dave Decoteau, Vice President
 - d. Lorene Robinson, Secretary (Absent)
 - e. Jennifer Skoglund, Treasurer
 - f. Adam Phelps, Board Position (Absent)
 - g. Rob Hodgman, Board Position (Absent)
 - h. Tim Mensonides, Board Position
 - i. Samantha Peterson, Board Position
 - j. Rich Mueller, Past President (Absent)
 - k. Others Present: Ben Hoppe, Matthew Sykora, and Keith Love
- 3. Presentation and approval of the July Meeting Minutes** ~ President Rakes presented on behalf of Secretary Robinson
 - a. Vice President Decoteau made a motion to approve the July meeting minutes as written, seconded by Board Member Mensonides. Motion passes.
- 4. Presentation and approval of the August Treasurer's Report** ~ Treasurer Skoglund
 - a. Profit & Loss Statement
 - i. Total income \$143,575.22
 - ii. Total expenses \$104,658.13
 - iii. Net income \$38,917.09
 - b. Balance Sheet
 - i. Total assets, liability, and equity \$106,526.09
 - c. Treasurer Skoglund made a motion to approve the August Treasurer's Report as written, seconded by Board Member Peterson. Motion passes.
- 5. President's Report** ~ President Rakes
 - a. No report
- 6. Executive Director's Report** ~ Executive Director Leggett

- a. Created WAMA Waypoints and sent out two issues to membership
- b. Corresponded with members on items to be included in Waypoints
- c. Sent reminders about First Friday
- d. Helped with job posting for Mead & Hunt and Olympia, WA
- e. Emails with members about Fly Washington Passport Program
- f. Updated Fly WA Passport map
- g. Attended Conference Committee meeting
- h. Communication with George Braly of GAMI about proposed legislation at national level concerning availability of no-lead and leaded fuel
- i. Attended Aviation Caucus in Moses Lake
- j. Worked with Charlie to get First Friday set up for August.
- k. Sent out reminder invitation to members to attend First Friday
- l. Set up and Attended First Friday presentation with Frank Goodell on Celebration of first World Flight
- m. Toured Moses Lake Grant County Airport
- n. Received note about sponsorship from Zipsprout
- o. Worked with Rebecca on updating and modifying website

7. Old Business

- a. No report

8. New Business

- a. Vice President Decoteau mentioned that the October board meeting will be held at Central Washington University (CWU) as a hybrid meeting (in person or call in). CWU Aviation will provide a facility tour and a conference room for the meeting to be held.

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

a. Conference/Education Committee ~ Chair Peterson

- i. Chair Peterson stated that the contract has been signed for the 2025 conference at Campbell's Resort
- ii. 2024 conference contracts have been signed with the exception of the Museum of Flight's catering contract
- iii. 2024 agenda is in the process of being drafted

b. Legislative Committee ~ Chair Hoppe

- i. Chair Hoppe mentioned that it has been quiet due to the legislation being out of session
- ii. Currently the committee is getting ready for the next session
- iii. Chair Hoppe will be following up with a few members that have expressed interest in joining the committee
- iv. Tracking the FAA Reauthorization Act
- v. Treasurer Skoglund mentioned needing to plan for a lobbyist for next year as the current contract is coming to an end
- vi. Aviation State Caucuses are being held outside of the legislative session
- vii. WSAA is leading a revenue diversion and unleaded fuel meeting in Wenatchee later this month

c. WSAA Update ~ Chair Rob Hodgman

- i. No report

- d. **Airport Committee** ~ Matthew Sykora
 - i. Chair Sykora mentioned that October's First Friday meeting will be led by USDA speaker Laurence Schafer

- e. **Membership Recruitment and Relations Committee** ~ Chair Roemeling
 - i. No report

- f. **Human Resources (& Nominating) Committee** ~ ED Leggett presented on behalf of Chair Phelps
 - i. ED mentioned that we need to plan for upcoming nominations

- g. **Scholarship/Internship Committee** ~ Chair Love
 - i. Chair Love mentioned that he will be planning a committee meeting in October

- h. **Finance Committee** ~ Chair Skoglund
 - i. Chair Skoglund reminded the board to start planning for 2024 committee budgets

10. New Action Items Recap ~ ED Leggett

- a. Legislative Committee
 - i. Working on finding a new lobbyist for the next contract term
 - ii. Following the FAA Reauthorization Act

- b. Human Resources
 - i. Working on nominations and sending out an email to members

- c. Finance Committee
 - i. Planning committee budgets for 2024

11. Next Meeting Thursday, September 14, 2023

- a. Note: meeting will be held a week earlier due to the AAAE conference conflict

12. Remarks for the good of the order ~ President Rakes

- a. President Rakes encouraged board members to attend the WSAA meeting later this month
- b. Vice President Decoteau mentioned that the 2024 AAAE conference will be held in Seattle
- c. President Rakes stated that CM training/exam will be held at Sea-Tac in December

13. Adjourn ~ President Rakes adjourned the meeting at 1:35pm