



Washington Airport Management Association

Board Meeting September 14, 2023 – 1:00 PM Teleconference

MINUTES

- 1. Call to Order** ~ President Rakes called the meeting to order at 1:02pm

- 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
 - e. Jennifer Skoglund, Treasurer (Absent)
 - f. Adam Phelps, Board Position
 - 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, Eric Johnson, and Christine Roemeling

- 3. Presentation and approval of the August Meeting Minutes** ~ Secretary Robinson
 - a. Secretary Robinson made a motion to approve the August meeting minutes as written, seconded by Board Member Decoteau. Motion passes.

- 4. Presentation and approval of the September Treasurer's Report** ~ Treasurer Skoglund
 - a. No report

- 5. President's Report** ~ President Rakes
 - a. Reminded the board to review the lobbyist contract
 - b. President Rakes reminded the board of upcoming board nominations
 - c. Received an email from Epic stating that they should have GAMI fuel available by the end of this year

- 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. Sent out request for a member on acquiring a weather station

- e. Sent out question from member on hangar door repair providers
- f. Posted job opportunity for Operations Specialist at Paine Field
- g. Board Meeting Notices & Agendas
- h. Set up Board Meeting
- i. Participated in teleconference meeting
- j. Updated Action Plans
- k. Updated Task List
- l. Submitted ED Report
- m. Emails
- n. Waypoints to members
- o. Participated in WSAA workshop on Aviation Fuel Tax Diversion and Unleaded Fuel Update and Discussion
- p. Worked with Brandon to create Best Practices for Pilots
- q. Began preparations for Fly Washington Passport Program Food Drive
- r. Attended Aviation Discussion in Wenatchee on Aviation Fuel Tax Diversion and Unleaded Fuels
- s. Worked with Charlie to get First Friday set up for September
- t. Sent out reminder invitation to members to attend First Friday
- u. Set up and attended First Friday presentation with Warren Ferrell from the FAA
- v. Explored Tradewing database platform and answered board member's questions

7. Old Business

- a. No report

8. New Business

- a. No report

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

a. Conference/Education Committee ~ Chair Peterson

- i. Chair Peterson stated that the next conference committee meeting is scheduled to discuss the 2024 conference agenda

b. Legislative Committee ~ Chair Hoppe

- i. Chair Hoppe provided an update on the search for a new lobbyist
 - (1) He stated that he emailed potential candidate Grant Nelson's resume to the board and started discussing salary with his team
 - (2) Chair Hoppe will send former lobbyist's contract to Grant Nelson to continue discussing level of effort and cost
 - (3) Chair Hoppe mentioned that he will call his references
- ii. Chair Hoppe stated that he was unable to attend the WSAA meeting
 - (1) President Rakes provided an update from the WSAA meeting
 - (a) Provided an update on aviation fuel tax diversion and unleaded fuel discussions
 - (b) Discussion of a Part 16 complaint and the current process
 - (c) WSDOT's Aviation Director will visit the Washington State Financial Management Office to discuss state compliance
 - (d) Transition to 100 unleaded fuel was discussed and will continue to be monitored by the board

- 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. Continuing to clean up membership database in preparation for membership renewals

- f. **Human Resources (& Nominating) Committee** ~ Chair Phelps
 - i. Chair Phelps is preparing for upcoming nominations and annual reviews

- g. **Scholarship/Internship Committee** ~ Chair Love
 - i. No report

- h. **Finance Committee** ~ Chair Skoglund
 - i. No report

10. New Action Items Recap ~ ED Leggett

- a. Legislative Committee
 - i. Filling lobbyist position for upcoming contract term
 - ii. Continuing to monitor aviation bills

- b. Membership Committee
 - i. Working on membership system maintenance

- c. Human Resources Committee
 - i. Preparing for upcoming nominations and annual reviews

11. Next Meeting Thursday, October 19th, 2023

- a. Meeting will be a hybrid meeting at Central Washington University (a zoom option will be available for those who can't attend)

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

- a. President Rakes thanked the board for their dedication and stated that he is looking forward to what's on the horizon for next year

13. Adjourn ~ President Rakes adjourned the meeting at 1:37pm