



## Washington Airport Management Association

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**Board Meeting  
July 20, 2017 – 1:00 PM  
Teleconference**

### **MEETING MINUTES**

**1. Call to Order ~ President Ghouse 1:03pm**

- a. Arif Ghouse
- b. Tim Mensonides
- c. Rob Hodgman
- d. Sara Young
- e. Laura Holthus
- f. David Field
- g. Marjy Leggett
- h. **Absent:** Rob Peterson, Jennifer Skoglund, John Haakenson

**2. Roll Call ~ Executive Director Leggett**

**3. Presentation and approval of the June Meeting Minutes ~ President Ghouse**

June 15<sup>th</sup>, 2017, meeting minutes approved by motion and vote.

**4. Presentation and approval of the July Treasurer's Report ~ Treasurer Hodgman**

- a. Total Income: \$84,111.02
- b. Total Expenses: \$79,834.30
- c. Net Income: \$4,276.72
- d. Balance Sheet Total Assets, Liabilities, Equity: \$60,954.17
- e. Statement of Cash Flows, Cash on Hand: \$39,577.30
- f. Net cash increase: \$18,603.71
- g. Ending cash: \$58,181.01

Approved by motion and vote with question regarding Semiahmoo expenses. Question: How much did we actually spend? Were we charged too much? Rob H. will look into this.

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

Conveyed the importance of reaching out to the membership to make sure they are in agreement when letters from committees are written on behalf of WAMA. Change wording to “most” if not all are in agreement.

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

- a. Completed and sent out June newsletter to membership
- b. Participated in WSDOT Passport Program conference call
- c. Visited Rob Peterson at Yakima Airport
- d. Attended Tristan Atkins' retirement in Olympia
- e. Questioned procedure for disseminating information about Cascadia Subduction Zone Earthquake fair being held Sept. 30, 2017. What role should WAMA play? President Ghouse agreed WAMA should host a booth at the fair, being held in Gig Harbor..
- f. Assisted Laura H. in finding nomination protocol documents
- g. Reminder: Next Legislative Committee conference call is August 2.
- h. Next board meeting is August 17

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

a. **Conference/Education Committee** ~ Chair Haakenson

- i. No report

b. **Airport Committee** ~ Vice Chair Hodgman

- i. Draft and final copy of sUAS letter to Drone Advisory Committee was sent out with input received. Rob Hodgman will coordinate with Rob Peterson with approval through an email vote.
- ii. Survey—Airport Rates and Charges: Work on this project is ongoing.
- iii. The committee is also working on small community air service development

c. **Legislative Committee** ~ Chair Young

- i. The FAA Reauthorization Letter was sent out to members. Members had many questions and comments, along with lots of positive feedback. Sara will compile the comments and send them out to the board. Language will be changed to “most” supporting the FAA Reauthorization letter, as some airports are neutral on this issue.
- ii. There was discussion on whether WAMA should become involved in national issues.
- iii. Discussion on accepting drivers licenses as acceptable ID at airports
- iv. Recommendation to hold legislative discussions in October to discuss issues WAMA would support
- v. The Legislative Committee is looking for an additional committee member

- d. **Membership Recruitment and Relations Committee** ~ Chair Mensonides
  - i. Little to report this time.
  - ii. Newsletter was sent out in June
- e. **Human Resources (& Nominating) Committee** ~ Chair Holthus
  - i. Laura is continuing to seek nominees for the 2018 board.
  - ii. Laura asked for additional committee members. Arif appointed Ryan Sheehan and Sara Young to assist Laura Holthus in finding candidates.
- f. **Scholarship/Internship Committee** ~ Chair Skoglund
  - i. No report
- g. **Finance Committee** ~ Chair Hodgman
  - i. Nothing new to report

Committee reports approved by motion and vote.

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

- a. Airports: Rob Hodgman will continue to work on the Rates and Charges Survey. Continue working on air service development group
- b. Legislative: Sara will compile comments on FAA Reauthorization letter and send them out to the board. Looking for an additional member to join the committee.
- c. Human Resources: Seeking candidates to run for the board. Adding two additional members to the committee

**9. Next Meeting August 17, 2017 – 1:00PM Conference Call ~ Vice President Mensonides**

**10. Remarks for the good of the order ~ President Ghouse**

**11. Adjourn ~ President Ghouse 1:55pm**