



**Board Meeting
November 15, 2018 – 1:00 PM
Teleconference**

Meeting Minutes

1. Call to Order ~ President Mensonides called the meeting to order at 1:00pm

2. Roll Call ~ Secretary Holthus

- a. Marjy Leggett, Executive Director
- b. Tim Mensonides, President
- c. Rob Peterson, Vice-President
- d. Laura Holthus, Secretary
- e. John Haakenson, Board 1
- f. Jennifer Skoglund, Board 2
- g. Adam Phelps, Board 3
- h. Rob Hodgman, Board 4
- i. Lorene Robinson
- j. Dave Field
- k. Absent: Arif Ghouse, Sara Young,

3. Presentation and approval of the October Meeting Minutes ~ President Mensonides

October 18, 2018 meeting minutes were presented. Minutes were approved by motion and vote.

4. Presentation and approval of the October Treasurer's Report ~ President Mensonides in Treasurer Young's absence

No Treasurer's report was provided in Treasurer Young's absence. October and November reports will need to be approved in the December Board of Director's Meeting.

5. President's Report ~ President Mensonides

- a. Fly Washington Passport Program is going well – meeting monthly to contact airports, align sponsorships, and 50 airports have signed up to-date.
- b. WAMA Equipment Rental. Jamel Garcia from Auburn has offered to donate WAMA his crack-sealing machine to lease to other airports as needed.
 - i. BOD recommended offering it to members to see if there is any interest. The machine would be housed at Auburn.
 - ii. Marjy to send notice to members and gauge interest via Waypoints. Would also need a liability or release form to accompany the rental, if WAMA was to take this on.

- c. Tim will be appointing new committee chairs by early January. Rob Hodgman has offered to float between committees.
- d. Jan. 23rd team building event is being planned, after the Airport Awareness day. Kandace has volunteered to host/cater this. Board plus active committee members to join.
- e. Tentatively scheduling airport tours for 2019 (Walla Walla, Moses Lake, Paine Field, McChord, and Arlington in the plans).

6. Executive Director's Report ~ Executive Director Leggett

Marjy provided an ED report prior to the meeting. Highlights are below.

- a. Setup WAMA board meeting notice and agenda, including update of action items.
- b. Issued two WAMA waypoints to membership.
- c. Interfaced with other aviation organizations.
- d. Attended various committee conference calls.
- e. Created PowerPoint presentation for recruitment at WSCAA conference. Marjy will reach out to them to encourage WAMA membership.
- f. Toured Pierce County/Thun Field Airport.
- g. Attended 2019 budget meeting in Leavenworth.

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

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

- i. Marcus Whitman Tour occurred in October. Tour went well and the staff seemed very cooperative.
- ii. Budgeting will need to take into account changing sponsorship options, and perhaps a slight increase in the conference fee is warranted.

b. **Airport Committee** ~ Chair Phelps

- i. Finalized rates/charges survey and submitted to airport members for input.

c. **Legislative Committee** ~ Chair Peterson

- i. Approve Lobbyist Contract.
 - (1) Contract is per standards, and goes from January to April 2019.
 - (2) Minor increase in the fee, with a slight annual increase proposed.
 - (3) The Lobbyist Contract was approved by motion and vote.
- ii. Aviation Legislation Action discussed during the Oct. 24th WSCAA / legislative committee meeting:
 - (1) Electric aircraft bill – June 2019 deadline for working group to identify challenges and report back to the committee. Entertaining the opportunity to hire a consultant to conduct a study for the next steps as opposed to reintroducing the bill.
 - (2) HB 1656 (Aviation Revitalization Loan Program): exploring ideas to expand enplanement threshold for loan program (it is currently only slated for airports below 50,000 enplanements, exploring options to increase this to 100,000). Revolving loan funding issues WSDOT is advocating for resolving. May revise the bill with language

that would allow bonds for privately held airports. Commercial service airport thresholds are also being discussed.

- (3) Carryover HB 2754 – 1% aviation fuel tax to fund grant program – exploring different avenues to limit impact to general fund. Revising this percentage potentially.
 - (4) New Bill 3009 (Aviation Student Loan Grant Program): attempting to expand this to A&Ps. Aviation fuel sales tax would potentially be a source for this.
 - (5) RCW amendment to specific powers of municipalities operating airports. Amends RCW 14,08.120 and 2010 c 1555 s1 “specific powers of municipalities operating airports” to allow municipalities to vest municipal airport commissions with additional authority.
 - (6) Proposal to update aircraft registration fees and add registration of unmanned commercial aircraft. There is a good chance there will be legislation proposed along these lines.
- iii. Trapping permit issue – exploring interest in modifying permit language.
 - iv. Dave Field asked what the plan is to release these lobbying efforts to members. Chair Peterson will take this on.
 - v. Sea-Tac Airport involvement in State issues discussed following their visit to SPK.
- d. **Membership Recruitment and Relations Committee** ~ Chair Robinson and Dave Field
- i. Advertisement opportunities will be released soon, and renewals prior to January 1st.
 - ii. Operation Manual updates by David Field. Dave meeting with Kandace to add write-up regarding bookkeeping activity. The update should be complete by the end of next week.
 - (1) Divided into narrative and appendices
 - (2) Can place on website when ready
- e. **Scholarship/Internship Committee** ~ Chair Skoglund
- i. Nothing to report.
- f. **Human Resources (& Nominating) Committee** ~ Chair Holthus
- i. Elections results posted November 5th. Welcome Lorene to the Board!
 - ii. Plan to hold ED review in November with Marjy and Tim, after budget meeting.
- g. **Finance Committee** ~ President Mensonides
- i. Nothing to report in Chair Young’s absence. 2019 budget will be approved at the next BOD meeting.

Committee Reports were approved by motion and vote.

8. **New Action Items Recap** ~ Executive Director Leggett

- a. Conference Committee: continuing to work on conference budget. Looking for new sponsorship opportunities.
- b. Airport: 14 surveys completed so far, follow up with others.
- c. Legislative: Rob continuing to work on legislative actions. Lobbyist contract will be signed after approval today. Legislative agenda has been approved as well.
- d. Membership: Marjy to reach out to small airports interested in membership. David is updating categories on the website. David will contact Kandace about bookkeeping write-up for Operations Manual. Membership renewals to be released Jan. 1, 2019.

- e. Human Resources: ED review to be held next week.
- f. Scholarship: no actions.
- g. Finance: working on budget planning.

9. Next Meeting Thursday, December 20, 2018 at 1:00PM

10. Remarks for the good of the order ~ President Mensonides

- a. Tim is transitioning to be the next Auburn airport manager, starting in mid-December.
- b. Rob Hodgman – Air Cargo Study wrapping up. There is an appetite to provide more funding for an FTE potentially.
- c. PSRC has begun its Baseline Study. First leg of capacity study for four counties. WSDOT has a seat at the table in this Study. Ultimately may make recommendations on repurposing

11. Adjourn ~ President Mensonides adjourned the meeting at 2:02pm.