

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
General Membership Meeting
Green Valley Ranch, Henderson, NV
Monday, July 25, 2016, 4:00 p.m. – 4:30 p.m.
Wednesday, July 27, 2016, 8:30 – 9:00 a.m.

MEETING MINUTES

1. Call to Order and Verification of Quorum

- a. President Richard Smith called the meeting to order at 4:09 p.m. after a count noted that a quorum of both Executive and Corporate members were present.

2. Election of Association Officers and Directors for 2016-2017

- a. Immediate Past President Peterson invited each candidate to address the group, after which Peterson facilitated the election of association Officers and Directors for 2016-2017 by paper ballot.

3. President's Report

- a. President Smith Reported:
 - i. The Board of Directors approved a membership dues increase of \$10 per person and will be seeking approval by the general membership on Wednesday.
 - ii. The Technology Committee is looking for volunteers. President Smith suggested anyone who was interested to reach out to the new Technology Committee Chair Eric Peterson.

4. Announcement of Election Results

- a. Jonathan Hudson was elected as Second Vice President of the chapter. Rod Propst was elected to the Board of Directors for the first time as a Southern California Director. Kim Becker was re-elected as a Northern California Director. Chad Makovsky was re-elected as the Arizona Director. Arpit Malaviya was re-elected as a Corporate Director.

President Smith recessed the meeting until 8:00 a.m., Wednesday, July 27.

5. Call to Order and Re-verification of Quorum

- a. President Mascaro called the meeting to order at 8:29 a.m. after a count noted that a quorum was present.

6. Accept Minutes from the General Membership Meeting held on February 3, 2016 at the Monterey Plaza Hotel in Monterey, CA

- a. **ACTION:** Malta made a motion to approve the February 3, 2016 meeting General Membership minutes. Maples seconded the motion, which passed unanimously.

7. Executive Director's Report

- a. Membership Report
 - i. Executive Director Herring reported that SWAAAE memberships expired on July 1; however due to the fiscal year end, non-renewing members are not marked lapsed until September 1. Herring referenced the Membership Report by Class included in the handout packet. A current total of 573 members was reported, with eight Airport Group memberships consisting of 175 individual memberships and 24 Corporate Group membership consisting of 54 individual memberships.

8. FY 2015/2016 Financial Report

- a. President Mascaro referenced the quarter four balance sheet and profit and loss statements, along with the fidelity report, included in the handout packet.

9. FY 2016/2017 Budget

- a. President Mascaro reported Policy Decision 16-4 requires the Board to maintain a reserve fund balance of not less than \$100,000 for any fiscal year. The Financial Committee revised the 2016/2017 budget draft with the following edits to ensure it complied:
 - i. Increased summer conference income to meet actuals
 - ii. Decreased printing costs
 - iii. Decreased Board meeting expenses
 - iv. Removed budget for new membership and Board pins
 - v. Increased credit card service fees
- b. **ACTION:** Gladys Wiggins made a motion to approve the 2016-2017 budget as presented. Immediate Past President Smith seconded the motion, which passed unanimously.

10. Membership Dues Increase

- a. Immediate Past President Smith reported the Board of Directors approved a membership dues increase of \$10 per person in order to cover the increase in conference expenses and administration expenses. The dues increase would be effective July 1, 2017. **ACTION:** Malta made a motion to approve the dues increase as presented. Immediate Past President Smith seconded the motion, which passed unanimously.

11. Announcement of 2016/2017 Committee Chairs

- a. AAAE Diversity Task Force - Bryant L. Francis
- b. AAAE Academic Relations Chair – Welton Trang
- c. Accreditation – Jennifer Maples
- d. Airport Management Short Course – Andy Swanson
- e. Awards – Mike Dikun
- f. By-Laws – Jonathan Hudson
- g. Credentials – Chad Makovsky
- h. Ethics – Jon Stout
- i. Finance – Jon Stout
- j. Historical – Kerry Ahearn
- k. Legislative – Kim Becker
- l. Membership – Jennifer Maples
- m. Nominating – Richard Smith
- n. Policy and Procedures – Jonathan Hudson
- o. Resolutions and Recognition – Gladys Wiggins
- p. Scholarship – Veroneka Reade
- q. Summer Conference (2017) – Barry Rondinella
- r. Technology – Eric Peterson
- s. Time and Place – Jon Stout

12. Member Comments

- a. It was reported that the membership committee is looking to offering free SWAAAE memberships to AAAE members who join from our region.

13. Adjourn

- a. A motion was made to adjourn the meeting at 8:44 a.m. Immediate Past President Smith seconded the motion, which passed unanimously.