

MINUTES
SEC-AAAE BOARD OF DIRECTORS' MEETING
AAAE National Airports Conference (NAC)
Sunday, September 10, 2023 – 4:15 p.m. to 5:30 p.m.
The Davenport Grand Hotel
Spokane, Washington

I. Welcome..... Travis Crilly, AAE, President

President Crilly welcomed the Board Members and guests to Spokane and the SEC-AAAE Board of Directors' Meeting and explained that the SAMA Educational Foundation, Inc., and the SEC-AAAE agendas would henceforth be presented as separate meetings.

II. Approval of Minutes..... Lenard Robinson, AAE, Secretary/Treasurer

Secretary/Treasurer Robinson presented the Board Meeting minutes of April 30, 2023 held in Richmond, Virginia, and endorsed by former Secretary/Treasurer Gaddis. There were no corrections proposed and a motion was offered to approve the minutes as presented. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

III. Treasurer's Report..... Lenard Robinson, Secretary/Treasurer

Secretary/Treasurer Robinson presented the SEC-AAAE Treasurer's Report ending July 31, 2023, and showing funds-on-hand totaling \$314,481.14. There were no corrections proposed and a motion was offered to approve the minutes as presented. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

IV. President's Comments..... Travis Crilly, AAE

President Crilly noted two issues to be addressed this year are document handling and retainage and succession planning for the executive secretary position.

President Crilly noted that 2024 SEC-AAAE Annual Conference Student Registration Rates has been addressed by the Birmingham Conference Committee.

V. COMMITTEE REPORTS

Executive Secretary..... Bob Brammer

Mr. Brammer had nothing to report.

MINUTES

Board of Directors' Meeting

Southeast Chapter - AAAE

September 10, 2023

Page 2

2023 Annual Conference..... Perry Miller, AAE, Chairman

Mr. Miller reported the conference held in Richmond, Virginia on April 29 – May 3, 2023 produced \$124,867.91 in revenues for the Chapter. Mr. Miller received an ovation for his efforts.

2024 Finance & Administration

Conference..... Rufus James, AAE, Chairman

Mr. James was not in attendance.

2024 Annual Conference..... Ron Mathieu, AAE, Chairman

Mr. Mathieu reported that planning for the conference to be held in Birmingham, Alabama on March 16-19, 2024, was well underway. A general synopsis of the meeting agenda and planned social events was provided by the Birmingham team in attendance that included Ms. Ingrid Hairston and Mr. Marcelo Lima.

2025 Annual Conference..... Jack Christine, AAE, Chairman

Mr. Christine reported that planning for the 2025 conference to be held in Charlotte, North Carolina on March 22-25, 2025, was well underway and he offerered a synopsis of some of the events already secured by the planning committee.

Professional Education Committee..... Judi Olmstead, AAE, Madam Chairman

Ms. Olmstead proudly reported there are two new AAEs as of this date.

Professional Development Committee..... Judi Olmstead, AAE, Madam Chairman

Ms. Olmstead reported there is a meeting tomorrow to find ways to promote leadership in the various professional levels of airport management.

MINUTES

Board of Directors' Meeting

Southeast Chapter - AAAE

September 10, 2023

Page 3

Membership Development

**Committee..... Roger Allen, AAE, Chairman
Alex Nutt, CM, Vice-Chairman
Nathan Luce, PE, AAE, Vice-Chairman
Dave Long, AAE, Vice-Chairman**

Mr. Long reported on the elaborate intentions of the committee for the year and how they intend to boost membership.

**Corporate Liaison Committee..... Ryan Sisemore, Chairman
Benjamin Goebel, AIA, Vice-Chairman
Edward Wessel, Vice-Chairman
Kevin Wu, AAE, Vice-Chairman**

Mr. Sisemore was not in attendance.

**Conference Site Selection Committee..... David King, AIA, Chairman
Judi Olmstead, AAE, Madam Vice-Chairman
Patrick Wilson, AAE, Vice-Chairman
Terry Blue, AAE, Vice-Chairman**

Mr. Blue provided the following target dates for the committee:

- January 8, 2024: Issue RFP**
- February 16, 2024: Expressions of Interest**
- March 2, 2024: Submittal Due Date**
- March 16, 2024: Interviews held in Birmingham, Alabama**

Conference Financial Oversight

**Committee..... Robert Campbell, AAE, Chairman
Basil Dosunmu, CM, Vice-Chairman**

Mr. Campbell is in the process of reviewing the 2023 SEC-AAAE Annual Conference financials.

**Young Professionals..... Brendon Washburn, AAE, Chairman
Cody Bauman, Vice-Chairman
George Groh, AIA, Vice-Chairman
David Sconzo, Vice-Chairman
Molly Statler, Madam Vice-Chairman**

No committee member in attendance.

MINUTES

Board of Directors' Meeting

Southeast Chapter - AAAE

September 10, 2023

Page 4

**General Aviation Committee..... Keith Holt, CM, Chairman
Judith-Ann Jarrette, AAE, Madam Vice-Chairman
Shaun Germolus, AAE, Vice-Chairman
Greg Heaton, Vice-Chairman**

No committee member in attendance.

Goal Digger Workshops..... Judi Olmstead, AAE

Ms. Olmstead reported on a Goal Digger event held in Phoenix, Arizona, and she is looking for the next Southeast Chapter regional venue.

**Marketing & Communications..... Becky Huckaby, AAE, Madam Chairman
Glen Thomas, C.M., Vice-Chairman
Tess King, Madam Vice-Chairman**

No committee member in attendance.

Diversity, Equity and Inclusion

**Committee..... Andrew Jones, Chairman
Thomas Wallace, AAE, Vice-Chairman
Hollie Baron, AAE, Madam Vice-Chairman
Kenneth Weeden, Vice-Chairman
Cameron Thompson, ACE, ASC, Vice-Chairman**

Ms. Gaddis reported that Mr. Jones recently forwarded an invitation to the membership to save the date of September 28, 2023, at 2:00 p.m. EST for a general meeting of the DEI Committee.

**Virtual Student Outreach Program..... Marcelo Lima, Chairman
Dorea Elmadih, Madam Vice-Chairman
Martagus Newton, Vice-Chairman**

Mr. Lima reported the first student roundtable is scheduled for October 11, 2023.

Resolutions & Bylaws..... Bob Brammer, Chairman

Mr. Brammer had nothing to report at this time.

MINUTES

**Board of Directors' Meeting
Southeast Chapter - AAAE
September 10, 2023
Page 5**

Nominations Committee..... Perry Miller, AAE, Chairman

Mr. Miller had nothing to report at this time.

VI. Old Business

Ad Hoc Strategic Committee Report..... Nina MacPherson

Ms. MacPherson asked that this report be tabled for futher review.

VII. New Business

President Crilly is seeking input on a AAAE Student Chapter Conference Grant.

A budget adjustment for the Website Hosting and Maintenance line item was requested to accommodate an annual conference website. The adjustment increases the line item from \$1,710 to \$5,710. A motion was received to approve the adjustment, there was no discussion and the motion was adopted by unanimous voice.

President Crilly addressed the future updating of the Chapter's website.

VIII. Announcements

President Crilly reiterated the importance of professional development, the mentoring of new and existing employees and sending those employees to SEC-AAAE and AAAE events.

IX. Adjournment

Having no further business to come before the SEC-AAAE Board of Directors, President Crilly adjourned the meeting at 4:54 p.m.

Respectfully submitted,

**Lenard Robinson
Secretary Treasurer**

LR:RB:rb