

**MINUTES**  
**BOARD OF DIRECTORS' MEETING**  
**2008 SEC-AAAE Annual Conference**  
**Saturday April 12, 2008, 3:30 pm – 5:30 pm**  
**Louisville Marriott Downtown, Filly Room**  
**Louisville, Kentucky**

**BOARD MEMBERS IN ATTENDANCE:**

David Edwards	Lew Bleiweis	Tommy Bibb	Bill Hogan
Christopher Browne	Kim Wade	Scott Brockman	Mike Landguth

**BOARD MEMBERS NOT IN ATTENDANCE:**

William Marrison

**I. Welcome.....President Lew Bleiweis**

President Bleiweis called the meeting to order at 3:36 p.m. and welcomed the Board of Directors to his soon to be former hometown of Louisville, Kentucky. He thanked the members of the Board of Directors for their attendance.

**II. Approval of Minutes.....Secretary/Treasurer Bill Marrison**

Secretary/Treasurer Marrison was not in attendance. Mr. Brammer presented the Board of Directors' Meeting Minutes of January 27, 2008. The meeting was held in Melbourne, Florida. A motion was received 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.....Secretary/Treasurer Bill Marrison**

Secretary/Treasurer Marrison was not in attendance. Mr. Brammer presented the Treasurer's Report of February 1, 2008 thru February 29, 2008. The report indicated the following balances:

Operating Accounts.....	\$172,546.77
Scholarship Accounts....	\$207,066.14

A motion was received to accept the Treasurer's Report as presented. The motion received a second, there was no discussion, and the motion was adopted by unanimous voice.

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### **IV. COMMITTEE REPORTS**

#### **Executive Secretary.....Bob Brammer**

Mr. Brammer reported that second notices for the payment of dues were being prepared. Approximately 75 individuals and corporations are in arrears at this time.

Mr. Brammer noted that the criteria for the corporate awards needed to be ratified by the Board. He noted some of the changes that had been implemented and recommend approval. Following discussion by the Board and the Corporate Committee members, the Board ratified the criteria by consensus.

Mr. Brammer presented a revised policy entitled "Progression Through the Chairs of the SEC-AAAE and Vacancies on the AAAE Board of Directors." He noted a change making the SEC-AAAE Immediate Past President the candidate to fill an open vacancy on the AAAE Board of Directors. He informed the Board that the change would have to be approved by the general membership.

Mr. Brammer presented copies of all standing policies for review by the Board of Directors including:

- SAMA Educational Foundation Funding Cap (Corrected copy includes Eastern Kentucky University)
- SAMA Education Foundation, Inc., Investment Policy
- SEC-AAAE Investment Policy
- SEC-AAAE Travel Policy
- Progression Through the Chairs of the SEC-AAAE and Vacancies on the AAAE Board of Directors

Mr. Brammer informed the Board of Directors that the policies require an annual review and approval by the General Membership.

Mr. Brammer presented Resolutions expressing appreciation by the membership to:

- President Lew Bleiweis for his contributions during presidential year 2007-2008.
- The 2008 SEC-AAAE Annual Conference Committee for the committee's work on the 2008 annual conference.
- The Louisville Marriott Downtown for hosting the 2008 SEC-AAAE annual conference.

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- The Louisville Regional Airport Authority for hosting the 2008 SEC-AAAE annual conference.
- The Mayor of the City of Louisville for hosting the 2008 SEC-AAAE annual conference.
- Lori DeVore for her good work toward the success of the SEC-AAAE annual conference.

Mr. Brammer informed the Board of Directors that the resolutions would require adoption by the General Membership.

**2008 Finance & Administration**

**Conference.....Michael Clow, Co-Chairman  
Judi Olmstead, Madam Co-Chairman**

Mr. Clow reported on the conference sponsorships, thanked those responsible for its success and noted that approximately 125 individuals registered for the conference. He reported that AAAE presented the Chapter with a check for \$13,959.43 representing 75% of the Chapter's expected income from the conference and final accounting is not yet available. Mr. Bleiweis thanked Mr. Clow and Ms. Olmstead for their invaluable assistance in coordinating the conference.

**2008 Annual Conference.....Lew Bleiweis**

Mr. Bleiweis welcomed the Board of Directors and guests to Louisville and he provided a brief report regarding the conference. He reported that approximately 250 individuals were registered.

**2009 Finance and Administration**

**Conference.....Tommy Bibb**

Mr. Bibb reported the conference will be held February 22-24, 2009 in Orlando Florida at the Embassy Suites. Ms. Judi Olmstead will chair the event and on her behalf, Mr. Bibb is seeking a co-chairperson if anyone is interested.

**2009 Annual Conference.....Christopher Browne**

Mr. Browne reported that planning for the 2009 SEC-AAAE Annual Conference to be held in Washington, DC, was underway. The meeting will be held at the Hyatt Regency in Reston, Virginia. The dates are May 3-5, 2009, and rooms are approximately \$260 per night for single/double occupancy.

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**2010 Finance and Administration  
Conference.....Bill Marrison**

Mr. Marrison was not in attendance.

**2010 Annual Conference.....Scott Brockman**

Mr. Brockman reported that the conference is scheduled for April 17-21, 2010 at the Marriott Hotel in Memphis, Tennessee. Room rates are approximately \$165 for single/double occupancy. Space is available for 40 to 65 exhibitors. The venue is close to Beale Street and other entertainment areas.

**Professional Education Committee.....Scott Brockman, Chairman**

Mr. Brockman reported that two candidates were seated for oral exams at this event and one passed. Mr. Brockman provided the Board Members with an overview of the A.A.E. processes and he noted that activity within the accreditation process has increased substantially, including 23 individuals that were recently accredited in the Southeast. He also provided the Board with a summary of current A.A.E. candidates in the Southeast and current candidates nationwide. Mr. Brockman noted that he was continuing to work with AAAE to invigorate the existing pool of candidates nationwide. He added that seven candidates are scheduled for oral tests in New Orleans.

**Scholarship Committee.....Jeff Gray, Chairman**

Mr. Gray reported the names and general backgrounds of the four candidates that had been selected for the 2008 SAMA Educational Foundation, Inc., scholarships. He noted that no applications were received from Auburn University. President Bleiweis complimented Mr. Gray for his good work for the Foundation throughout the year. He noted that eight applications were received this year and that is an improvement over recent previous years. Mr. Gray presented some recommended adjustments to the COTE' selection process for consideration by the Board and presented some questions for additional direction by the Board of Directors. Mr. Bibb likewise thanked Mr. Gray for his good work and noted that he (Mr. Bibb) was not pleased with named scholarships not being awarded. Mr. Gray reported that he will pursue additional avenues to communicate the availability of the named scholarships to student bodies.

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**Embry-Riddle Aeronautical University**

**Internship Committee.....Kevin Miller, Chairman  
Kim Wade, Chapter Liaison**

Mr. Miller was not in attendance. Ms. Wade reported that she and Mr. Miller had communicated and the committee is creating a survey to be mailed to airports and corporate members regarding available internships. A website promoting the availability of internships is also under construction and should be operating May 1, 2008.

**Corporate Liaison Committee.....Claudia Holliway, Madam Chairman  
Heather Chaney, Madam Co-Chairman**

Ms. Holliway reported that the Corporate Awards are ready for presentation during the Awards Luncheon. Considerable discussion revolved around the fundamentals of the committee and its future responsibilities.

**General Aviation Committee.....Colette Edmisten, Madam Chairman**

Ms. Edmisten was not in attendance. President Bleiweis noted some of the accomplishments of the committee and noted that Mr. Terry Lloyd had joined the committee's ranks.

**Membership Committee.....Sean Tracey, Chairman**

Mr. Tracey was not in attendance. Mr. Brammer reported that Mr. Tracey had successfully secured fifty new members thus far this year and he has plans for a second mailing within the next few weeks. President Bleiweis thanked Mr. Tracey for his good work.

**Transportation Security Services (TSS)  
Committee.....Christopher Browne, Chairman**

Mr. Browne reported that the key issue under discussion by the committee at the present time was employee screening and piloting standards for biometrics.

**Nominations Committee.....David Edwards, Chairman**

Immediate Past President David Edwards noted that his committee was made up of Ms. Diana Lewis, AAE, from the St. Lucie County International Airport and Mr. Robert Bowen, AAE, from the Norfolk International Airport. He noted that the executive

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secretary had forwarded correspondence to the membership encouraging members to submit letters of interest in serving on the Board and accompanying letters of support from superiors or governing boards for the time and travel commitments associated with service on the Board of Directors.

Mr. Edwards presented the following slate of Officers and Directors for the operating year 2008-2009:

Immediate Past President – Lew Bleiweis

President – Tommy Bibb

President Elect – Bill Marrison

Secretary/Treasurer – Scott Brockman

Director-at-Large – Michael Landguth

Director-at-Large – Christopher Browne

Director-at-Large – Mike Clow

Director-at-Large – Jeff Gray

Corporate Representative on the Board of Directors – Bill Hogan

The Board of Directors accepted Mr. Edwards' recommendations with the understanding that the slate of officers and directors required adoption by the General Membership.

### **V. OLD BUSINESS**

President Bleiweis reported on the work of the AAAE Academic Relations Committee including AAAE's recommendation that the Chapters provide funding to assist students in attending the AAAE Annual Conferences.

President Bleiweis reported on the Chapter's AAAE Nominations Committee representative, Mr. Larry Cox, A.A.E., who recommends that Ms. Kelly Johnson be the Chapter's representative in the AAAE Chairs. The Board accepted the recommendation by consensus. President Bleiweis presented two new DVD's regarding the AAE program. President Bleiweis noted that AAAE had been informed of Chapter dissatisfaction with AAAE staffers being awarded the A.A.E. status. Additional discussion is expected on this issue.

President Bleiweis provided an overview of work accomplished by Mike Landguth, Chuck Henderson and Claudia Bower to create a consolidated corporate sponsorship fee

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schedule for the Finance & Administration Conference and the SEC-AAAE Annual Conference. The goal of the fee schedule is to provide corporate financial support for both conferences without having to make numerous contacts with the corporate membership throughout the fiscal year. Mr. Landguth provided a history of the concept and a most recently revised copy of the concept. He noted that the concept had not been vetted by the Corporate Committee. Mr. Brockman recommended that the committee move forward and prepare for a resolution at the General Membership Meeting in New Orleans.

### **VI. NEW BUSINESS**

Mr. Bibb noted that airport news can be forwarded to Mr. Brammer for inclusion in the AAAE Report. He also noted that Mr. Tim Doll, former president of the SEC-AAAE has requested Chapter support in his bid for the AAAE Board of Directors. By consensus it was determined that the Chapter would support Mr. Doll as long as no Southeast Chapter members show interest in the position.

### **VII. ANNOUNCEMENTS**

There were no announcements.

### **VIII. ADJOURNMENT**

There being no further business to come before the Board of Directors, President Bleiweis adjourned the meeting at 5:30 pm.

Respectfully Submitted,

William F. Marrison, A.A.E.  
Secretary/Treasurer

WM:RB:rb