

MINUTES
SEC-AAAE BOARD OF DIRECTORS' MEETING
2020 AAAE/SEC-AAAE FINANCE & ADMINISTRATION CONFERENCE
Sunday, February 9, 2020, 3:00 PM to 5:00 PM
Omni Amelia Island Plantation, Hibiscus Boardroom
Jacksonville, Florida

In Attendance:

Michael Reisman Patrick Wilson Terry Blue Perry Miller Carol Gaddis
Connie Gowder

Absent:

Scott Van Moppes Travis Crilly

I. Welcome..... President Patrick Wilson

President Wilson opened the Meeting at 3:01 PM and welcomed the members and guests to Jacksonville, Florida, the 2020 AAAE/SEC-AAAE Finance & Administration Conference and the SEC-AAAE Board of Directors' Meeting.

II. Approval of Minutes..... Secretary/Treasurer Scott Van Moppes

Secretary/Treasurer Van Moppes was not in attendance. President-Elect Terry Blue presented the minutes of the October 6, 2019 SEC-AAAE Board of Directors' Meeting held in San Antonio, Texas. A motion was presented to approve the minutes. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

III. Treasurer's Report..... Secretary/Treasurer Scott Van Moppes

Secretary/Treasurer Van Moppes was not in attendance. President Elect Terry Blue provided the Treasurer's Report for the period ending December 31, 2019 and noted the following balances:

Operating Account	\$217,757.14
Scholarship Account	\$864,654.37

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

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President-Elect Terry Blue presented the Auditors Report for the years ended June 30, 2019 and 2018.

Following brief discussion, a motion was received to receive and file the Report. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

President-Elect Terry Blue presented the proposed 2020-2021 SEC-AAAE Annual Budget. Following discussion, a motion was received to adopt the Budget. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

President-Elect Terry Blue presented the proposed 2020-2021 SAMA Educational Foundation, Inc. Annual Budget. Following a brief discussion, a motion was received to adopt the Budget. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

President-Elect Terry Blue reported the SEC-AAAE Corporate Report had been filed with the Tennessee Secretary of State and the SAMA Educational Foundation, Inc. Corporate Report had been filed with the Florida Secretary of State.

President-Elect Terry Blue presented the proposed bylaws changes discussed during the Board of Directors' Meeting in San Antonio along with various housekeeping items within the bylaws. Following a brief discussion, a motion was received to move the revised bylaws to the General Membership for approval in Little Rock, Arkansas. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

IV. COMMITTEE REPORTS

Executive Secretary..... Bob Brammer

Mr. Brammer noted that 2020 annual dues were now due.

**2020 AAAE/SEC-AAAE Finance & Administration Conference.....Carol Gaddis, Madam Chairman
Megan Atkins Thoben, Madam Co-Chairman**

Ms. Gaddis welcomed everyone to Amelia Island Plantation/Jacksonville, Florida and the 2020 Finance & Administration Conference. She noted sponsorships total \$54,300 and 230 individuals are registered for the conference. These are new records for the conference. The programs are strong and Ms. Gaddis expects a very successful event.

2020 SEC-AAAE Annual Conference.....Bryan Malinowski, Chairman

Mr. Malinowski was not in attendance. Mr. Brammer reported the Conference will be held at the Marriott Hotel & Convention Center in Little Rock, Arkansas on March 29-31, 2020. Room rates are \$149. The following stats have been provided:

35 business days until Little Rock 2020!

Sponsorships:

Committed:	\$268,400
Paid	\$142,950
Special Sponsor	1 (\$30K – Clinton National Airport)
Emerald	3
President's	6
Director's	9
Member's Club	23
Partner's Club	8
Associate's Club	9

Exhibitors: **5 -- *We are concerned about this low number; we can handle 40 exhibitors in our space.***

Registrations: **128 -- *We are concerned about this low number, but are hopeful that we will get significantly more in the next four weeks. We have adjusted our conference planning number from 300 to 200, keeping the ability to expand if we go above.***

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Significant updates:

- **SPONSOR OUTREACH:** *We are in need of more sponsors as there are several large expenses to be covered. Please find sponsorship levels attached.*
- **PROGRAM:**
 - The agenda/program is listed on the website, www.littlerock2020.com. Please note the following early events for planning purposes:
 - The Board Dinner is scheduled for Saturday, March 28 from 7p-9p. Location: To be announced.
 - Board Meeting: Sunday, March 29 from 9:30a-11a in the Arkansas Ballroom of the Marriott.
 - An Afternoon at the Races (Oaklawn Horse Track in Hot Springs) on Sunday, March 29. Buses will depart the hotel at 11:30a and return in time for the opening reception at 5:30p, located on the lawn of The Old State House, Arkansas' first capitol.
 - Next week, we will make decisions on the ability to add excursions to the Tuesday afternoon agenda, based on the number of Registrations at that time. We would like to do these, but this is a budget consideration.
- **REGISTERED PARTICIPANTS COMMUNICATIONS:** An app will go live on 3/1 for all communication to those registered for use in advance of and during the conference.
- **MARRIOTT HOTEL ROOM BLOOK:** The host hotel room block (#150) has been met. There are still rooms available at the non-conference rate. There are also other rooms available at several nearby hotels and listed on the conference website.

2021 SEC-AAAE Annual Conference.....Greg Kelly, Chairman

Mr. Kelly was not in attendance. Mr. Brammer reported the dates for the Conference are March 27-30, 2021 at the Marriott Savannah Riverfront. More information to follow.

2022 SEC-AAAE Annual Conference..... Terry Blue, Chairman

Mr. Terry Blue reported that the search for a venue was underway and hopefully the conference will be scheduled sometime in the month of April 2022.

Professional Education Committee..... Tom Bibb, Chairman

Mr. Bibb was not in attendance. Mr. Brammer reported although no one was seated for their oral exams at this venue, there are at least nine candidates prepping for the final interview process from Florida, Georgia, Arkansas, and Virginia. Anyone interested in serving on interview panels should contact Tom Bibb at 615-275-1655 or via email at tom_bibb@nashintl.com.

**Student Scholarship & Academic
Outreach Committee..... Travis Crilly, Chairman**
Brent Brown, Internship Administrator
Nina MacPherson

Mr. Crilly was not in attendance. Ms. MacPherson reported all 14 scholarships were granted and seven airports were provided internship grants. Ms. MacPherson requested the Board to approve a one-time additional SAMA Educational Foundation, Inc. Scholarship in the amount of \$2,000 for Embry-Riddle Aeronautical University. A motion was received to approve the scholarship. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

**Membership Development
Committee..... April Cameron, Madam Chairman**
Ryan Betcher, Vice-Chairman

Ms. Cameron and Mr. Betcher were not in attendance. Mr. Brammer reported the Committee has secured 48 new members thus far this year for a total membership of 678. The Committee requests that all current members look at their organizations for prospective new members.

Corporate Liaison Committee..... John Carrigan, Chairman

Mr. Carrigan reported he held a Corporate Liaison Committee telecom on Wednesday, February 5, 2020 to provide an update on upcoming SEC Corporate Awards and he was pleased to announce he had nominations for every category for the corporate awards to be presented in Little Rock.

Conference Site Selection Committee..... Dave King, Chairman

This Committee is currently inactive.

**Conference Financial Oversight
Committee..... Judi Olmstead, Chairman**

Ms. Olmstead had nothing to report at this time.

Emerging Airport Leaders Program..... Travis Crilly, Chairman

Mr. Crilly, via telephone, reported a revised and expanded program was launched around mid-January with the first full meeting of the Committee and all participants to be held during the 2020 SEC-AAAE Annual Conference in Little Rock. The program will continue to leverage the value of pairing participants with industry mentors and will expand in the areas of Chapter participation and promotion of professional accreditation in close consultation with Mr. Tom Bibb and his Professional Education Committee. One specific (and very intentional) enhancement with the revised program will be the creation of guidelines and/or objectives for both mentors and mentees, which very clearly states that the relationship shall be mentee driven.

Goal Digger Program..... Judi Olmstead, Madam Chairman

Ms. Olmstead reported the last Goal Digger held in Norfolk, Virginia, was a great success and she reminded the Board that she is always looking for her next venue and interested airports should contact her at olmsteaj@horrycounty.org. (Yes, the “d” is intentionally missing!)

Marketing & Communications..... Carol Gaddis, Madam Chairman

Ms. Gaddis reported the Marketing & Communications Committee is working diligently to populate our pages on Facebook, Twitter, LinkedIn, and other available social media sites with “news you can use”. Providing photos for the website and social media is an immediate need.

**Diversity Committee..... Cyrus Callum, Chairman
Leonard Smith, Co-Chairman
James Lewis, Co-Chairman**

Mr. Callum was not in attendance, but provided the following report:

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On January 23rd, Mr. Callum had a call with Toney Coleman to gather some ideas on how to align the SEC Diversity Committee with the AAAE National Diversity Committee. With the information he received from Toney, he set up a call with the SEC Diversity Committee's two Vice Chairs, who he has selected to help get the SEC Diversity Committee started. Leonard Smith from Little Rock Clinton National Airport and James Lewis from Charlotte-Douglas International Airport will serve as Vice Chairs and will be pipelines for future chairs of the chapter committee.

The initial goal of the SEC Diversity Committee is to create an outreach program exposing those who would not typically know about careers in the airport industry in the Southeast. Since there is a strong presence of Historical Black Colleges and Universities in this region, the SEC Diversity Committee will start with introductory notifications to as many of these institutions as possible. As a result, the vice chairs have reached out to several industry colleagues to join the committee and assist with our outreach program. So far, we have a total of seven members.

Mr. Callum plans to hold a conference call with the new members describing the purpose of the program within the next few weeks. He will report the status of the committee at the SEC Conference in Little Rock.

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

Mr. Brammer noted he would prepare the appropriate resolutions for the Little Rock Conference and would submit the revised bylaws to the general membership for review prior to their meeting.

Nominations Committee..... Michael Reisman, Chairman

Mr. Reisman noted he and his committee were in the process of vetting applicants interested in filling a Board vacancy effective July 1, 2020.

V. Old Business

There was no Old Business for consideration.

VI. New Business

There was no new business to discuss.

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VII. Announcements

The Board was reminded that ground transportation for their dinner invitation would depart the front of The Omni Amelia Island Plantation promptly at 7:10 PM.

VIII. Adjournment

There being no further business to come before the Board, President Wilson adjourned the meeting at 4:32 PM.

Respectfully submitted,

Terry Blue, AAE
SEC-AAAE President-Elect

TB:RB:rb