

MINUTES
BOARD OF DIRECTORS' RETREAT
Intercontinental Hotel & Resort
October 13, 2006
New Orleans, LA

BOARD MEMBERS IN ATTENDANCE:

David Edwards	Lew Bleiweis	Tommy Bibb	Bill Hogan
Bill Marrison	James Bennett	Mike Landguth	Scott Brockman
Kim Wade			

BOARD MEMBERS NOT IN ATTENDANCE:

Tim Doll

I. Welcome:

President Edwards called the meeting to order at 3:04 p.m., welcomed the Board of Directors and thanked them for their dedication in attending the second phase of the retreat. He noted the reason for the continuation of the format was to complete the discussions on the numerous items contemplated in Asheville, N.C.

II. Vision, Mission, Goals and Objectives:

The Board agreed to establish a new mission statement that would be supported by the Chapter's guiding principles. Considerable discussion ensued regarding the subject and it was determined that a Mission Statement should be a living document as opposed to a change in the Bylaws. Following additional discussion, it was determined the following would be adopted:

Vision – To be the best Chapter of the American Association of Airport Executives.

Mission – The mission of the SEC-AAAE is to support its members by establishing and maintaining the highest standards of professional practice; to serve as a forum for the exchange of information and ideas; to act as an advocate for its membership; and to be a leader in shaping public discourse about airports and the role of airports in society.

Goals – Establish and promote a Code of Ethics for the members of the airport management profession; Encourage professional growth of individual members

SEC-AAAE BOARD OF DIRECTORS' RETREAT MINUTES

October 13, 2006

Page 2

through educational programs and accreditation; Advance aviation by providing a medium for discussion and the interchange of information by its members in order to develop and disseminate policies and procedures which will encourage the safe and efficient development, maintenance and operation of public airports; Foster public recognition and respect for the airport management profession.

Objectives will be discussed at a later date. Each Board Member is charged with the development of up to three items to support the individual objectives.

III. Guidelines for the Annual Corporate Award:

The award will be presented by the corporate community to an Executive Member of the Chapter for outstanding service and support. Bill Hogan presented criteria for the award including:

- a. Corporate Member or Firm needs to be in good standing as a member of the SEC-AAAE Chapter.**
- b. Corporate Member or Firm must have completed work, supplied a product to the region or greatly contributed to the industry within the last year.**
- c. A Corporate Member or Firm, as well as Executive Members, can nominate the Corporate Member or Firm for the Award.**
- d. A Corporate or Executive member of the SEC-AAAE Chapter must make the nomination for the award.**
- e. The SEC-AAAE Board of Directors shall have the final approval.**

IV. Guidelines for the Chapter's Airport Professional Award recipient:

Bill Hogan recommended, by motion, removing the Airport Manager and A.A.E. requirements for the award because there are some very deserving second and third tier employees that qualify for the award and others who are well qualified may not be an A.A.E. The motion received a second and considerable discussion ensued. An Amended motion was presented to approve the aforementioned deletions subject to adding additional criteria. An ad hoc committee to study additional criteria to create additional criteria made up of Jim Bennett, Lew Bleiweis and Tommy Bibb.

V. Annual Project of the Year Award:

This is a proposed new award that would be given to an airport for the successful completion of an outstanding project. Bill Hogan is in the process of developing the guidelines for eligibility.

VI. Chapter Member Scholarship Fund:

Mr. Brammer reported that the working balance of the Scholarship Fund has been increased to \$200,000. Mr. Brammer noted that he had invested the monies in 90-day CDs that mature on a revolving basis as recommended by Mr. Brockman. He added that the investments meet the criteria of the SEC-AAAE Investment Policy Statement. It was determined by consensus that no additional changes need to be made to the policy at this time.

VI. Mentoring Program:

Mr. Brockman noted that he had made contact with an Embry-Riddle representative and had not received a reply as of this meeting. Following further discussion, it was determined a speakers list should be developed made up of active SEC-AAAE members willing to take part in such activity. President Edwards noted that he would write a document explaining such activities and forward it to the Executive Secretary for electronic mailing to the membership.

VII. Board Member Sponsorship Support for Conferences:

Mike Landguth reported on the establishment of an annual sponsorship package that would include the Finance and Administration Conference as well as the Chapter's Annual Conference for corporate partnerships. He noted that sponsors would receive certain benefits and recognition at both events. Possible benefits include greater recognition on the Chapter's website, newsletter, and direct recognition at conference breaks or meals. A follow-on action includes the establishing of a sponsor database with information obtained from recent host airports of the Chapter's Annual Conference and AA AE headquarters. By consensus, it was determined no additional action was required at this time and sponsorship encouragement would continue.

SEC-AAAE BOARD OF DIRECTORS' RETREAT MINUTES

October 13, 2006

Page 4

VIII. Minimum Financial Commitment from Host Airports for Annual Conferences:

Mr. Brammer presented the Annual Conference Site Selection Committee Conference Directive mandated by the Board and signed by President Doll on April 23, 2006. He provided the Board with a copy and encouraged commentary and revision. It was determined that President Edwards and Immediate Past Conference Chairman Tommy Bibb would review the document and make any necessary recommendations for improvement.

IX. New Board Member Orientation:

President Edwards reported on his progress in creating a manual regarding the expectations of new board members. The manual will define the Board Members' duties to the Chapter and the duties and requirements to be considered for a position in the chairs of the Association.

X. Website Advertising Opportunities:

Scott Brockman and Bill Hogan noted that a recommendation to utilize the Chapter's website more effectively as a revenue generator and vehicle to provide value to corporate partners was being considered. Their proposal is to create a package for a select group of sponsors to be featured on the website that would include full color logos and direct links to company websites. Mr. Brockman and Mr. Hogan will continue their work and provide a report at a future meeting.

Bill Marrison was asked to develop a fee schedule for a general scroll type ad for corporate sponsors and he noted that such an ad has been in existence on the Chapter's Home Page for approximately three years; however, it was provided as a value-added concept. Based on a relatively low number of hits on the home page, it was recommended to leave the Home Page as is for the time being.

XI. AAAE SEC Finance & Administration Conference:

President Edwards reported on the outcome of his discussion with AAAE regarding the Conference Agreement. Spencer Dickerson will contact President Edwards for continuation of this discussion in the near future.

SEC-AAAE BOARD OF DIRECTORS' RETREAT MINUTES

October 13, 2006

Page 5

It was noted that the President-Elect, currently Mr. Bleiweis, would be responsible for out-year site selection for this conference. It is the desire of the Board to have the conference location planned at least two years out to get better pricing and venues.

Mr. Bleiweis noted that he favored moving the Finance and Administration Conference out of the Southeast Chapter Region. Discussion ensued with pros and cons and it was determined that the issue should be further explored.

XII. Establishing an Actual Verification of a Quorum at Meetings

Mr. Brammer recommended abiding by Robert's Rules of Order and the Board of Directors concurred.

XIII. Number of directors present to establish a quorum:

Mr. Brammer presented the language currently structured in the Bylaws and recommended retention of the language.

XIV. Language used to address term limits in the event a vacancy is filled in midterm:

Mr. Brammer presented the language currently structured in the Bylaws and recommended retention of the language.

XVI. Methods used to establish candidates for the chapters nomination to the AAAE national board:

Mr. Edwards asked Mr. Brammer to draft a policy statement reiterating the standard practice of having the SEC-AAAE Immediate Past President fill the first available vacancy on the AAAE Board of Directors.

There being no further business to come before the Board of Directors, President Edwards adjourned the meeting at 5:46 p.m.

SEC-AAAE BOARD OF DIRECTORS RETREAT MINUTES
October 13, 2006
Page 6

Respectfully Submitted,

Tommy W. Bibb, A.A.E.
Secretary/Treasurer

TB:RB:rb

cc: General Membership