



**Arizona Airports Association
General Membership Meeting**
October 16, 2017 12:15pm – 1:00pm
Sheraton Mesa Hotel at Wrigleyville West
860 N. Riverview
Mesa, AZ 85201

MEETING MINUTES

Call to Order & Opening Remarks – President Faron called the meeting to order after a count noted that a quorum was present.

BOARD OF DIRECTORS

Ed Faron, A.A.E.
President

Steve Johnston, C.M.
1st Vice President

Amanda Shankland, C.M.
2nd Vice President

Bradley Hagen, A.A.E.
Past President

Jessie Baker
Executive Director

Tim Bannon, A.A.E.
Executive Director

Zenia Cornejo
Executive Director

Mike Smejkal, A.A.E., P.E.
Executive Director

Charlie McDermott, LEED AP
Corporate Director

Ryan Toner, P.E.
Associate Director

Desirae Barquin
Administrative Director

Required Actions

- **Minutes from the General Membership meeting held at the Prescott Resort on May 23, 2017.**
 - **ACTION:** Gladys Wiggins made a motion to approve the minutes. Second Vice President Shankland seconded the motion, which passed unanimously.
- **Financial Statements**
 - Administrative Director Barquin referenced the Quarter 1 financial statements. On the balance sheet, the current checking and savings amounts were reported. It was noted that the prepaid amount was for conference supplies ordered in the previous fiscal year and the accounts payable amount was for a KCA invoice and conference expenses that had since been paid. It was also noted that there were enough reserve funds to cover operating expenses for one year per the policy decisions.
 - Administrative Director Barquin referenced the profit and loss statement for the quarter and year to date. Membership income was under compared to the same time in the previous year, however, it was noted that more people renewed prior to expiration on July 1 than in the previous year. More Fall Conference income would be expected in Q2, but income was on track to meet the budgeted income. Exhibit registration was under for the Fall Conference. It was noted that the program expenses for Fall Conference would be reported in Q2 and that a deposit for Spring Conference had already been paid.
 - **ACTION:** Joe Husband made a motion to approve the Quarter 1 financial statements. Gladys Wiggins seconded the motion, which passed unanimously.

- **Honorary Member for Approval**
 - President Faron proposed changing Mike Klein’s membership from Ex-Officio to Honorary.
 - **ACTION:** Gladys Wiggins made a motion to approve Mike Klein for an Honorary Membership. Raymond Law seconded the motion, which passed unanimously.

Discussion & Possible Actions Items

- **Policy Decisions, By-Laws, & SBP**
 - First Vice President Johnston reported that a committee was formed and the governing documents were being reviewed.
- **Ethics**
 - First Vice President Johnston noted that no ethics complaints had been received.
- **Audit**
 - Second Vice President Shankland reported that the financials would be reviewed and an audit report would be presented at the spring membership meeting.
- **2018 Spring Conference**
 - Second Vice President Shankland reported that the 2018 Spring Conference would be in Tucson at the Westward Look Wyndham Grand Resort, May 6-8. Registration would be opening in early 2018. Second Vice President Shankland invited any members interested in helping on the committee to reach out to her.
- **Nominations**
 - Past President Hagen reported that the nomination committee would be formed and nominations would be accepted in early 2018.
- **Aviation Day**
 - Past President Hagen reported that Aviation Day would take place January 16. It was noted that registration would be opening in October.
- **Legislative Affairs**
 - Past President Hagen reported that the legislative session would start in January.
- **AzAA Store**
 - Executive Director Smejkal reported that shirts were being sold at the conference and encouraged all members to consider purchasing an AzAA shirt.
- **Awards & Promotions**
 - Executive Director Bannon reported that speaker gifts were purchased for the Fall Conference. It was also reported that the chocolate airplanes would be purchased again for Aviation Day.
- **Public Relations**
 - Associate Director Toner reported that monthly calls were hosted for the Public Relations Committee. It was also noted that the app was created for the conference. The committee was also working towards improving AzAA’s social media presence.

- **Membership**
 - Executive Director Cornejo reported that she had been contacting members that had not yet renewed their memberships.
- **Scholarships & Professional Development**
 - Executive Director Baker reminded AzAA members of the many scholarship opportunities available.

Adjournment – Raymond Law made a motion to adjourn the meeting. Joe Husband seconded the motion, which passed unanimously.