



**Arizona Airports Association
General Membership Meeting & Luncheon Minutes**

April 16th, 2019 11:30am-1:00pm

Harrah's

2900 S Casino Dr.
Laughlin, NV 89029

MEETING MINUTES

BOARD OF DIRECTORS

Steve Johnston, C.M.
President

Mike Smejkal, A.A.E., P.E.
1st Vice President

Vacant
2nd Vice President

Ed Faron, A.A.E.
Past President

Scott Brownlee
Executive Director

Zenia Cornejo
Executive Director

Brad Falcetti
Executive Director

Ryan Reeves
Executive Director

Charlie McDermott, LEED AP
Corporate Director

Judi Krauss, AICP
Associate Director

Desirae Barquin
Administrative Director

Call to Order & Opening Remarks - The meeting was called to order at 11:47 AM after a count noted that a quorum was present.

Required Actions

- **Minutes of the General Membership meeting held at the Desert Willow Conference Center on October 17, 2018.**
 - **ACTION:** First Vice President Smejkal made a motion to approve the minutes from the October 17 General Membership Meeting. Executive Director Reeves seconded the motion, which passed unanimously.
- **Q3 Financial Statements**
 - Association Coordinator Herring referred to the Quarter 3 financial statements shown and posted on the AzAA website.
 - Referring to the Balance Sheet, it was noted that the amount in 'Prepaid Expenses' was for the Fall Conference deposit that was deferred until 2019-2020 and that the amount in 'Accounts Payable' was for a KCA invoice that had since been paid. Per the policy decisions, it was noted that there were enough funds in 'Retained Earnings' to cover operating expenses for one year.
 - Referring to the Profit and Loss statement for income, it was noted that membership dues were up for the quarter, but down for the year to date. Fall conference income was under budget with less registration and exhibitor income than budgeted. Spring conference income was up for the year to date due to the conference being held earlier in the year. Aviation Day income was under what had been budgeted mainly due to less sponsorships received.
 - Referring to the Profit and Loss statement for program expenses, it was noted that Fall Conference and Aviation Day expenses were under budget. Due to timing of the conference, Spring Conference program expenses were up for the quarter. It was noted that most Spring Conference expenses would be recorded in quarter four. Overall, program expenses were up for the quarter and down for the year to date.

- On the Profit and Loss statement for operating expenses, it was noted that direct expenses were up for the quarter and year due to mileage to Laughlin, NV.
- It was noted website expenses were under budget due to the transition to a more affordable website. Website fees are expected to be less in 2019-2020 as this year's numbers include the cost of transitioning sites.
- Association Coordinator Herring noted that board expenses were down for the quarter and for the year to date.
- Overall, total expenses were up for the quarter and down for the year and net income was up for the quarter and for the year to date.
- **ACTION:** Joe Husband made a motion to approve the quarter three financials. Executive Director Reeves seconded the motion, which passed unanimously.
- **FY2018-19 Budget**
 - First Vice President Smejkal presented the 2019-2020 draft budget to members and reported that the primary changes were to adjust the budget to more closely reflect association actuals.
 - **ACTION:** Barney Helmick made a motion to approve the 2019-2020 budget as presented. Joe Husband seconded the motion, which passed unanimously.
- **Changes to Policy Decisions, Bylaws & Strategic Business Plan**
 - First Vice President Smejkal presented proposed changes to the Bylaws. It was confirmed the changes were approved by the Board of Directions at the January meeting and were sent to members in accordance to the Bylaws. The changes presented were as follows:
 - Adding an additional Associate Director to the Board of Directors, permitting a total of two (2) Associate Directors. The newly elected Associate Director must be a member of AzAA in good standing. The change passed with a majority vote of members present.
 - To serve on the Board, individuals shall be gainfully employed in the aviation industry with their primary residence and/or business address in Arizona at the time of election and must be a member of AzAA in good standing. The change passed with a majority vote of members present.
 - A change to no longer allow write-in candidates or nominations from the floor during Board of Director elections. The change did not pass as there was not a majority vote. Write-in candidates and nominations from the floor would continue to be accepted.
- **Board Member Elections**
 - Past President Faron reported that the nomination committee had been formed and all nominees would give a brief statement/introduction. The slate was presented as follows:
 - First and Second Vice President
 - Scott Brownlee
 - Brad Falcetti
 - Ryan Reeves
 - Executive Director
 - Thomas Bahr
 - Joey O'Rourke

- Ryan Reeves
 - Matthew Smith
 - Scott Brownlee
- Corporate Director
 - Lance McIntosh
- The Board of Directors for 2019-2020 was announced on the evening of April 16, 2019 as:
 - President Mike Smejkal, Tucson Airport Authority
 - First Vice-President Ryan Reeves, Buckeye Municipal Airport
 - Second Vice-President Scott Brownlee, Phoenix-Mesa Gateway Airport
 - Past President Steve Johnston, Kingman Municipal Airport
 - Executive Director Zenia Cornejo, City of Mesa, Falcon Field Airport
 - Executive Director Brad Falcetti, Grand Canyon West Airport
 - Executive Director Joey O'Rourke, Laughlin/Bullhead International Airport
 - Executive Director Matthew Smith, Grand Canyon National Park Airport
 - Associate Director Judi Krauss, Coffman Associates
 - Corporate Director Lance McIntosh, C&S Companies

Discussion & Possible Action Items

- **Aviation Day**
 - Past President Faron provided a recap of Aviation Day at the Capitol.
- **Legislative Affairs**
 - Past President Faron reported on and summarized current legislative affairs.
- **AzAA Store**
 - Executive Director Brownlee reported on the AzAA Store inventory, stating that shirts, hats and bags were being sold at the conference registration desk and encouraged all members and attendees to consider making a purchase. It was noted custom orders could be made and for members to place their order at the registration desk.
- **Public Relations**
 - Associate Director Krauss reported on Public Relations committee activities. It was noted that the August newsletter would focus on AzAA's 40th anniversary and highlights from Spring Conference.
- **Awards & Promotions**
 - Executive Director Cornejo reported that speaker gifts were purchased for the Spring Conference. It was also reported that the chocolate airplanes were purchased again for Aviation Day.
- **Ethics**
 - First Vice President Smejkal reported that no ethics complaints had been received.
- **2019 Fall Conference**
 - First Vice President Smejkal reported that the Fall Conference would take place October 16-17, 2019 at the Desert Willow Conference Center.
- **2020 Spring Conference**

- First Vice President Smejkal reported that the Spring Conference would take place April 26-28, 2020 at the Omni National in Tucson and would be co-hosted by Marana and Pinal County.
- **Scholarships & Professional Development**
 - Executive Director Reeves reported that one student scholarship and one conference scholarship would be awarded at the President's banquet.
- **Membership**
 - Executive Director Falcetti reviewed current membership numbers and reported that he had been reaching out to potential new members and non-renewing members and had been inviting them to the conference and to renew their memberships.
 - Executive Director Falcetti noted that an AzAA summer networking event was being planned at Scottsdale Airport at the end of June and invited all and potential members to attend.

Other Business

- **KCA Contract**
 - A discussion took place regarding renewing the KCA contract and the adjustments of yearly costs.
- **Website**
 - Association Coordinator Herring reminded all members of the website transition and to visit the website for a new, improved membership experience.

Adjournment – Joe Husband made a motion to adjourn the meeting at 12:47 PM. Corporate Director McDermott seconded the motion, which passed unanimously.