



Arizona Airports Association
General Membership Meeting Minutes
May 4th, 2021, 12:00 PM – 1:00 PM
Virtual Meeting

MEETING MINUTES - DRAFT

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

Agenda Additions/Deletions/Changes – There were no additions/deletions/changes to the agenda.

Required Actions

- **Approval of October General Membership Meeting Minutes**
 - **ACTION:** Joe Husband made a motion to approve the October General Membership meeting minutes as presented. Gladys Brown seconded the motion which passed unanimously.
- **Approval of Q3 Financials**
 - Administrative Director Barquin referred to the quarter three financials posted to the AzAA website. Referring to the balance sheet, it was noted that the amount in 'Prepaid Expense' was for a Fall 2021 Conference deposit that was being deferred to the next fiscal year. It was noted that the amount in 'Accounts Payable' was for a KCA invoice that had since been paid. It was noted that there were enough funds in 'Retained Earnings' to cover operating expenses for one year, per the policy decisions.
 - Referring to the Profit and Loss statement for income, it was noted that dues were down for the quarter and year compared to the same time in the previous year. It was noted that income for the Spring Conference was expected in quarter four.
 - It was reported that net income was up for the quarter and year to date compared to the previous year.
 - **ACTION:** Joe Husband made a motion to approve the financials as presented. Ed Faron seconded the motion which passed unanimously.
- **Approval of the Changes to Policy Decisions, Bylaws and SBP**
 - First Vice President Brownlee reviewed proposed changes to the policy decisions which were presented to members in accordance with the bylaws.
 - **ACTION:** Executive Director Smith made a motion to approve the proposed changes. Gladys Brown seconded the motion which passed unanimously.
 - **ACTION:** Executive Director Smith made a motion to reaffirm all existing policy decisions. Gladys Brown seconded the motion which passed unanimously.
- **Approval of the 2021-2022 Budget**
 - The draft 2021-2022 budget was presented. It was noted that there were few changes from the previous year and most changes were to more accurately reflect the potential effects of the pandemic.

BOARD OF DIRECTORS

Ryan Reeves
President

Scott Brownlee
1st Vice President

Brad Falcetti, C.M.
2nd Vice President

Mike Smejkal, A.A.E., P.E.
Immediate Past President

Alice Bimrose, A.A.E., ACE
Executive Director

Veronica Ruiz-Ronquillo
Executive Director

Matthew Smith, ACE
Executive Director

Lance McIntosh, P.E.
Corporate Director

Joel Ericson, P.E.
Associate Director

Carmen Rose, P.E.
Associate Director

Desirae Barquin
Administrative Director

- **ACTION:** Gladys Brown made a motion to approve the budget as presented. Executive Director Smith seconded the motion which passed unanimously.
- **Board Member Elections**
 - Past President Smejkal reported a nomination committee had been formed and the slate was presented as follows:
 - Second Vice President
 - Matt Smith
 - Executive Director
 - Alice Bimrose
 - David Reffner
 - Ed Rose
 - Jeff Webbe
 - Associate Director
 - Brandon Robinson
 - Corporate Director
 - Jeffrey Flemming
 - The Board of Directors for 2021-2022 was announced the evening of May 4, 2021 as:
 - President Scott Brownlee
 - First Vice President Brad Falcetti
 - Second Vice President Matthew Smith
 - Past President Ryan Reeves
 - Executive Director Alice Bimrose
 - Executive Director David Reffner
 - Executive Director Veronica Ruiz-Ronquillo
 - Executive Director Jeff Webbe
 - Associate Director Joel Ericson
 - Associate Director Brandon Robinson
 - Corporate Director Jeffrey Flemming

Discussion & Possible Action Items

- **Policy Decisions, By-Laws & Strategic Business Plan**
 - It was reported that there were no additional updates at this time.
 - It was noted that no ethics complaints had been received.
- **2021 Spring Conference**
 - A recap of the 2021 virtual conference was provided.
- **Future Conferences**
 - Dates for future conferences were provided.
- **Nominations**
 - Nominations were addressed during the required actions portion of the meeting.
- **Legislative Affairs**
 - Past President Smejkal provided an update on the legislative session and legislation that could affect members.
- **Aviation Day**
 - Past President Smejkal provided a recap of the virtual event.
- **AzAA Store**
 - Executive Director Ruiz-Ronquillo reminded members of the AzAA store.
- **Awards & Promotions**
 - It was reported that the annual awards would be presented at a virtual banquet on Tuesday, May 4.
- **Scholarships & Professional Development**
 - Executive Director Bimrose reported that two scholarships would be awarded at the virtual banquet.
 - A recap of industry round table events was provided.
- **Public Relations**

- An update on recent events and social media activity was provided.
- **Membership**
 - Executive Director Smith discussed recent membership numbers and noted a plan for a mentorship program.
- **Best Practices & Sponsorships**
 - Corporate Director McIntosh provided an update on the Best Practices guide.

Other Business

Adjourn – Past President Smejkal made a motion to adjourn the meeting. Executive Director Smith seconded the motion which passed unanimously.