



Arizona Airports Association General Membership Meeting Minutes

May 2, 2022 11:45 AM -1:15 PM
Omni Tucson National Resort

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

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. First Vice President Smith seconded the motion which passed unanimously.

• Approval of the 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 total in Checking/Savings was up compared to the previous year due to the return to an in-person Spring Conference. The amount in pre-paid expenses was for a Fall Conference deposit that was deferred to 2022-2023. 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, it was noted that dues were up for the quarter and the previous year to date. Aviation Day income was under budget. It was noted that Spring Conference income was tracking to exceed budget, however the association did budget conservatively.
- Aviation Day expenses were under budget; however, the event was a financial loss overall. Spring Conference expenses were expected primarily in quarter four.
- It was noted that Fall Conference income and expenses were both higher than budgeted, resulting in an over profit for the event.
- It was reported that operating expenses were tracking on budget. The higher merchant fees compared to the previous year were due to an increase in event registration income.
- Net income for the year to date was approximately \$37,000.
- **ACTION:** Gladys Brown made a motion to approve the financials as presented. Barney Helmick seconded the motion which passed unanimously.

• Approval and reaffirming of policy decisions

- First Vice President Smith reviewed a proposed policy change to the In-Memoriam policy.

Arizona Airports Association

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BOARD OF DIRECTORS

Scott Brownlee, C.M.
President

Matthew Smith, ACE, C.M.
1st Vice President

Alice M. Bimrose, A.A.E., ACE
2nd Vice President

Ryan Reeves
Immediate Past President

Sarah Demory, A.A.E., ACE
Executive Director

Dave Reffner
Executive Director

Bruce Goetz, A.A.E.
Executive Director

Jeff Webbe, C.M.
Executive Director

Jeffrey Flemming, AIA
Corporate Director

Joel Ericson, P.E.
Associate Director

Brandon Robinson, P.E.
Associate Director

Desirae Barquin
Administrative Director

- **ACTION:** Jeremy Keating made a motion to approve the proposed changes to the Policy Decision. Gladys Brown seconded the motion which passed with majority approval and one abstention.
- **ACTION:** Gladys Brown made a motion to re-affirm the existing Policy Decisions. Second Vice President Bimrose seconded the motion which passed unanimously.
- **Approval of 2022-2023 Budget**
 - Second Vice President Bimrose reviewed the draft budget noting it was similar to past budgets and was conservative.
 - **ACTION:** Joe Husband made a motion to approve the proposed 2022-2023 Budget as presented. Zenia Cornejo seconded the motion which passed unanimously.
- **Board Elections**
 - Past President Reeves reported a nomination committee had been formed and the slate was presented as follows:
 - First/Second Vice President (*The candidate receiving the most votes would be First Vice President. The candidate receiving the second most votes would be Second Vice President. The third-place candidate would be elected to an Executive Director seat.*)
 - Sarah Demory
 - Ed Rose
 - Jeff Webbe
 - Executive Director
 - Chris Andres
 - Associate Director
 - Joel Ericson
 - The Board of Directors for 2022-2023 was announced the evening of May 3, 2022 as:
 - President Matt Smith
 - First Vice President Jeff Webbe
 - Second Vice President Sarah Demory
 - Past President Scott Brownlee
 - Executive Director Chris Andres
 - Executive Director Alice Bimrose
 - Executive Director David Reffner
 - Executive Director Ed Rose
 - Associate Director Joel Ericson
 - Associate Director Brandon Robinson
 - Corporate Director Jeffrey Flemming

Discussion & Possible Action Items

- **Policy Decisions, By-Laws, Ops Procedures, Ethics, & SBP**
 - It was noted there was no additional update at the time.
- **2022 Spring Conference**
 - Second Vice President Bimrose reported that attendance was tracking as one of the higher attended conferences. She thanked the committee for their work in planning.
- **Future Conferences**
 - Second Vice President Bimrose reported that the Fall Conference would be held at Desert Willow Conference Center in Phoenix, AZ October 5-6, 2022. It was reported that the 2023 Spring Conference would be in Flagstaff, AZ.
- **Legislative Affairs**
 - Past President Reeves reported on the latest from the state legislature including bills that recently passed committee.

- **Aviation Day**
 - Past President Reeves reported on Aviation Day which took place January 20. It was noted that 264 attendees participated, including 33 legislators.
- **AzAA Store**
 - Executive Director Webbe encouraged members to purchase merchandise from the AzAA store.
- **Awards & Recognitions**
 - Executive Director Reffner thanked the committee. It was noted that awards would be presented during the banquet.
- **Scholarships & Professional Development**
 - President Brownlee report on behalf of Executive Director Goetz. It was noted that three applications were received and two student scholarships would be awarded.
- **Communications/Public Relations**
 - It was reported that a Summer Networking Mixer would be held July 21.
 - Members were encouraged to interact with the association on social media.
- **Membership**
 - An updated was provided on the continuing Wingman program at the conferences.
- **Sponsorships**
 - Corporate Director Flemming thanked the conference sponsors.

Other Business

Adjournment– Gladys Brown made a motion to adjourn the meeting. Second Vice President Bimrose seconded the motion which passed unanimously.