



## Arizona Airports Association General Membership Meeting Minutes

May 8<sup>th</sup>, 2018 11:30am-1:00pm

Westward Look Resort

245 E. Ina Road

Tucson, AZ 85704

### MEETING MINUTES

#### BOARD OF DIRECTORS

Ed Faron, A.A.E.  
President

Steve Johnston, C.M.  
1<sup>st</sup> Vice President

Mike Smejkal, A.A.E., C.M., P.E.  
2<sup>nd</sup> Vice President

Bradley Hagen, A.A.E.  
Past President

Jessie Baker  
Executive Director

Zenia Cornejo  
Executive Director

Ryan Reeves  
Executive Director

Carmen Williams, C.M., ACE  
Executive Director

Charlie McDermott, LEED AP  
Corporate Director

Ryan Toner, P.E.  
Associate Director

Desirae Barquin  
Administrative Director

**Call to Order & Opening Remarks** - The meeting was called to order at 12:25 PM after a count noted that a quorum was present.

Due to vacancies on the Board of Directors since the last Membership meeting, the following actions had been taken in accordance with the bylaws.

- Ryan Reeves was appointed as an Executive Director for a term through May 2019 following the vacancy left by Tim Bannon.
- Mike Smejkal was appointed to Second Vice President for a term through May 2018 following the vacancy left by Amanda Shankland.
- Carmen Williams was appointed to an Executive Director for a term through May 2018 following the vacancy left by Mike Smejkal.

#### **Required Actions**

- **Minutes of the General Membership meeting held at the Sheraton Mesa Hotel at Wrigleyville West on October 16, 2017.**
  - **ACTION:** Executive Director Cornejo made a motion to approve the minutes from the October 16 General Membership Meeting. Executive Director Williams seconded the motion, which passed unanimously.
- **Q3 Financial Statements**
  - Administrative Director Barquin referenced the quarter 3 financials. Administrative Director Barquin reported on the balance sheet noting the current balances in the checking and savings account. It was noted that the accounts payable was for a KCA invoice that had since been paid.
  - On the profit and loss statement, it was noted that membership dues were up for the quarter, however down for the year to date compared to the previous year. More income

was received for Fall Conference than originally budgeted, and expenses were under budget leaving a total profit of over \$6,000. Aviation Day received less income than originally budgeted, however it was also under budget on the expense side leaving an overall loss of approximately \$1,200. It was also noted that more income and the majority of expenses would be reported in the fourth quarter for the Spring Conference. Overall, net income for the quarter was higher than quarter three last year, primarily due to an increase of Spring Conference income attributed to the conference being held earlier in May. Net income for the year to date was slightly under the previous year.

- **ACTION:** Joe Husband made a motion to approve the quarter three financials. Barney Helmick seconded the motion, which passed unanimously.

- **Approval of Audit**

- Second Vice President Smejkal presented the audit findings noting that financials were generally in order and a few clerical errors that had been addressed.
- **ACTION:** Executive Director Baker made a motion to approve the audit findings. Corporate Director McDermott seconded the motion, which passed unanimously.

- **FY2018-19 Budget**

- President Faron presented the draft 2018-2019 budget to members. It was noted that only minor adjustments had been made to adjust for increased Aviation Day and conference expenses.
- **ACTION:** Joe Husband made a motion to approve the 2018-2019 budget as presented. Barney Helmick seconded the motion, which passed unanimously.

- **Policy Decisions**

- The Policy Decisions were reviewed by the membership.
- **ACTION:** Associate Director Toner made a motion to reaffirm the current Policy Decisions for the association. Executive Director Cornejo seconded the motion, which passed unanimously.

- **Board Member Elections**

- Past President Hagen reported that the nomination committee had been formed and all nominees would give a brief statement/introduction. The slate was presented as follows:
  - First Vice President
    - Mike Smejkal  
\*Note: as Mike was not elected to the Second Vice President , for transparency the committee is asking that members reaffirm him in the position of First Vice President.
  - Second Vice President
    - Jessie Baker
  - Executive Director
    - Zenia Cornejo
    - Brad Falcetti
    - Victor Palma
  - Associate Director
    - Judi Krauss
    - Lance McIntosh

- Ryan Toner
- The Board of Directors for 2018-2019 was announced on the evening of May 8, 2018 as:
  - President Steve Johnston, Lake Havasu City Municipal Airport
  - First Vice President Mike Smejkal, Tucson Airport Authority
  - Second Vice President Jessie Baker, City of Prescott Municipal Airport
  - Past President Ed Faron, Deer Valley Airport
  - Executive Director Scott Brownlee, Phoenix-Mesa Gateway Airport Authority (appointed by President Steve Johnston following the election results.)
  - Executive Director Zenia Cornejo, City of Mesa, Falcon Field Airport
  - Executive Director Brad Falcetti, Grand Canyon West Airport
  - Executive Director Ryan Reeves, Buckeye Municipal Airport
  - Associate Director Judi Krauss, Coffman Associates
  - Corporate Director Charlie McDermott, Dibble Engineering

### **Discussion & Possible Action Item**

- **Public Relations**
  - Associate Director Toner reported on the activities of the committee noting member involvement in social media assistance and encouraged all conference attendees to use the app. It was noted that the new app platform included more interactive features. It was also reported that the next AzAA newsletter would be sent following the conference.
- **Aviation Day**
  - Past President Hagen provided a recap of Aviation Day at the Capitol.
- **AzAA Store**
  - President Faron reported on behalf of Executive Director Williams. It was reported that additional shirts and hats were ordered and were being sold at the conference registration desk.
- **By-Laws & Strategic Business Plan**
  - It was reported that there were no updates to the Bylaws and Strategic Business Plan.
- **Ethics**
  - First Vice President Johnston reported that no ethics complaints had been received.
- **2018 Fall Conference**
  - First Vice President Johnston reported that details were being finalized and would be announced to membership.
- **Scholarships & Professional Development**
  - Executive Director Baker reported that seven applications were received for the Marty Rosness Student Scholarship and the committee selected two recipients. One application was received for the Spring Conference Scholarship and was awarded. It was noted that the decision was made by a committee and names were redacted during selection to avoid bias. The Board approved the

scholarship recipients via email before the conference. The scholarship committee was thanked for volunteering their time.

- **Legislative Affairs**

- Past President Hagen reported that a Legislative Committee had been formed and was working with TriAdvocates to closely monitor legislative issues.

- **Membership**

- Current member numbers were reviewed. Executive Director Cornejo reported that she had reached out to non-renewing members to invite them to the conference and renew their memberships. Administrative Director Barquin explained that member numbers decrease each October when member benefits suspend for those members that did not renew their memberships.

**Adjournment** - With no further business, the meeting was adjourned at 1:01 PM.