

**MINUTES**  
**SEC-AAAE BOARD OF DIRECTORS' MEETING**  
**2013 AAAE/SEC-AAAE FINANCE & ADMINISTRATION CONFERENCE**  
**Sunday, March 3, 2013, 3:00 PM - 5:00 PM**  
**Hilton Sandustin, Dolphin Room, Emerald Tower, Lobby Level**  
**Destin, Florida**

**MEMBERS IN ATTENDANCE**

**Mike Landguth      Chris Browne      Michael Clow      Pat Apone**  
**Jeff Gray            Judi Olmstead      Toney Coleman      Claudia Holliway**

**MEMBERS ABSENT**

**Greg Kelly (Excused Absence for Flight Cancellation)**

**I.      Welcome..... President Chris Browne**

President Browne opened the meeting at 3:00 PM and welcomed the Board of Directors and guests to Destin, Florida and the SEC-AAAE Board of Directors' Meeting.

**II.      Approval of Minutes..... Former Secretary/Treasurer Mike Clow**

Secretary/Treasurer Jeff Gray presented the Minutes of the Board of Directors' Meeting dated October 21, 2012 and held in New Orleans, Louisiana. A motion was offered to approve the minutes as presented. The motion was seconded, there was no discussion, and the motion was adopted by unanimous voice.

**III.      Secretary/Treasurer's Report.... Secretary/Treasurer Jeff Gray**

Secretary/Treasurer Jeff Gray provided a detailed Treasurer's Report to the Board of Directors and reported the following balances in Chapter accounts as of January 31, 2013:

Operating Account	\$280,884.75
Scholarship Account	\$332,294.66

A motion was offered to accept the Treasurer's Report as presented. The motion received a second, there was discussion regarding SAMA Educational Foundation, Inc. investments and following that discussion, the motion was adopted by unanimous voice.

**Audit Years Ending June 30, 2012 and 2011**

Secretary/Treasurer Jeff Gray presented an audit for the years ending June 30, 2012 and 2011 prepared by the CPA firm of Foti, Flynn, Lowen and Company located in Roanoke, Virginia. Following little discussion, a motion was presented to receive and file the audit as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

**Proposed SEC-AAAE Budget**

Secretary/Treasurer Jeff Gray presented a proposed operating budget for SEC-AAAE fiscal year 2013-2014. Following discussion and amendments, a motion was received to approve the budget and amendments as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

**Proposed SAMA Educational Foundation, Inc. Budget**

Secretary/Treasurer Jeff Gray presented a proposed operating budget for the SAMA Educational Foundation, Inc., fiscal year 2013-2014. Following discussion, a motion was received to approve the budget as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

**COMMITTEE REPORTS**

**Executive Secretary..... Bob Brammer**

Mr. Brammer noted that annual dues were collectable on January 1, 2013, that past due notices will be forwarded shortly and non-paying members will be removed from the roster thereafter.

Mr. Brammer advised the Board that Ms. Tina Kinsey of the Asheville Regional Airport had been awarded a \$1,800 scholarship to the Loretta Scott, AAE Certification Academy. Ms. Kinsey met the criteria for the award and the award would require ratification by the Board. A motion was received to approve the award, the motion was seconded, there was no discussion and the motion was adopted by unanimous voice.

Considerable discussion ensued regarding membership and ways to improve current membership numbers.

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**2013 Finance & Administration**

**Conference..... Jason Terreri, Chairman**  
**Jennifer Shearer, Madam Co-Chairman**

Mr. Terreri noted that the 2013 AAAE/SEC-AAAE Finance and Administration Conference should be quite successful. Mr. Terreri noted 150 attendees were registered and income to the Chapter was estimated at around \$32,000. Mr. Terreri received an ovation from the Board for his and Ms. Shearer's hard work making the conference a success.

**2013 Annual Conference..... Eric Frankl, Chairman**

Chairman Frankl was not in attendance. Mr. Don Sever provided a report stating that the conference planning is well underway with the Conference Planning Committee recently meeting in Lexington, Kentucky. The Committee has worked on the agenda, sponsorships, and the conference budget. The hotel is set, the golf outing preparations are underway, and on the Sunday of the Conference, the Committee will also be arranging to offer tickets and transportation from the hotel to the Keeneland Race Course for anyone who wants to watch some of the best thoroughbred racing in the country. Mr. Sever reported that progress is on schedule and he offered much thanks to the Savannah Conference Committee for their continued help and support through the Lexington planning process. Conference dates are April 21-23, 2013. Registration is available electronically on the Chapter web site at [www.secaaae.org](http://www.secaaae.org).

**Professional Education Committee..... Mihai Smighelschi, Chairman**

Chairman Smighelschi reported that three (3) individuals were seated for their oral exams at this meeting and all three had been awarded their A.A.E. statuses. A complete Professional Education Report was forwarded to the Board earlier this month. Mr. Smighelschi noted that his appreciation of the work the examiners had accomplished to date. He added that six (6) candidates are scheduled for the 2013 SEC-AAAE Annual Conference in Lexington, Kentucky. Cyrus Callum and Jason Terreri received special appreciation for their contributions to the program.

**Student Scholarship & Academic  
Outreach Committee..... Michael Reisman, Chairman**  
**Claudia Holliday, Madam Co-Chairman**

Mr. Reisman was not in attendance. Ms. Holliday reported fourteen (14) applications were received and thirteen (13) were approved. It was noted that Mr. Reisman and Mr. Gray had created one of the finest and most admirably run scholarship programs in the industry. Mr. Reisman and Mr. Gray received an ovation from the Board for their outstanding contributions to the Chapter and the aviation industry.

Mr. Gray reminded the Board of the Student Internship Grant Program may begin this summer if approved in Lexington and the Program will need to be promoted.

**Marketing and Communications  
Committee..... Trevis Gardner, Chairman**

Chairman Gardner was not in attendance. Mr. Cyrus Callum provided an update on the Chapter's social media.

**Corporate Liaison Committee..... Dave King, Chairman**

Mr. King noted that the Corporate Committee held a recent conference call and one of the primary subjects was nominations for Corporate Member of the Year. Mr. King expanded on the importance of the award and asked the Board for any recommendations to achieve additional interest in the award. The deadline is Friday, March 8, 2013 and shortly thereafter the jury will make their selections and the winners names will be passed to the executive secretary for creation of the physical awards. Discussion ensued on ways to increased interest and nominations. Ideas and opinions were presented and no official action was taken.

**Annual Conference Site Selection  
Committee..... Claudia Holliday, Madam Chairman**

Ms. Holliday reported that her committee had published a Request for Proposals (RFP) for the 2017 SEC-AAAE Annual Conference. The RFP has been mailed to all Chapter members and posted on the Chapter's web site. The voting members of the Committee are Ms. Judi Olmstead, Ms. Claudia Holliday and Mr. Toney Coleman.

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**Conference Financial Oversight  
Committee..... Steven Oberlies, Chairman**

Mr. Oberlies had nothing to report at this time.

**Resolutions & Bylaws..... Bob Brammer**

Mr. Brammer had nothing to report at this time.

**Nominations Committee.....Mike Landguth**

Immediate Past President Mike Landguth noted that Colette Edmisten, Mihai Smighelschi and he sit on the Committee and a complete slate of officers and a replacement member on the SEC-AAAE Board of Directors would be presented at the SEC-AAAE Annual Conference General Membership Meeting in Lexington, Kentucky.

**IV. Old Business**

No old business was discussed.

**V. New Business**

No new business was discussed.

**VI. Announcements**

There were no announcements.

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**VIII. Adjournment**

There being no further business to come before the Board of Directors, President Browne adjourned the meeting at 4:32 PM.

Respectfully submitted,

Jeffrey C. Gray, AAE  
SEC-AAAE Secretary/Treasurer

JG:RB:rb