

MINUTES
SEC-AAAE BOARD OF DIRECTORS' MEETING
2012 AAAE NATIONAL AIRPORTS CONFERENCE
Sunday, October 21, 2012, 1:30 PM - 3:00 PM
Astor Crown Plaza, Toulousa A
New Orleans, Louisiana

MEMBERS IN ATTENDANCE

Mike Landguth	Chris Browne	Michael Clow	Pat Apone
Jeff Gray	Judi Olmstead	Greg Kelly	Toney Coleman

Claudia Holliway

MEMBERS ABSENT

No Members Absent

I. Welcome..... President Chris Browne

President Browne opened the meeting at 1:30 PM and welcomed the Board of Directors and guests to New Orleans, Louisiana and the SEC-AAAE Board of Directors' Meeting.

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

Former Secretary/Treasurer Mike Clow presented the Minutes of the Board of Directors' Meeting dated May 20, 2012 and held in Savannah, Georgia. 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. Treasurer's Report..... Secretary/Treasurer Jeff Gray

Secretary/Treasurer Jeff Gray provided a detailed Secretary/Treasurer's Report to the Board of Directors and verbally reported the following balances in Chapter accounts as of September 30, 2012:

Operating Account	\$390,150.05
Scholarship Account	\$253,812.26

A motion was offered to accept the Treasurer's Report as presented. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

SEC-AAAE Internship Grant Program

Secretary/Treasurer Jeff Gray presented a proposed SEC-AAAE Internship Grant Program to the Board which would provide for the Chapter to sponsor student internship grants with member airports in the Southeast region. It was proposed that the SEC-AAAE would enter into a Grant Agreement with participating member airports to host Student Interns from a college or university in the Southeast region with an accredited aviation management program, consistent with the program policy and criterion and via a 50:50 Matching Grant not to exceed \$2,500 per Internship. Mr. Gray stated that the program was contemplated in response to repeated inquiries from students he has encountered in his role with the Scholarship Committee and the AAAE Academic Relations Committee. Following considerable discussion, a motion was presented to approve the SEC-AAAE Internship Grant Program as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Proposed Budget Amendment – SEC-AAAE Internship Grant Program

Secretary/Treasurer Jeff Gray proposed amendments to the Operating Budget to increase the budget by \$10,000 to provide matching funds for up to four (4) SEC-AAAE Internship Grant Program grants, and to provide additional funds of \$1,780 for Professional Fees. The proposed adjusted 2012/13 Operating Budget of \$100,000 is attached. Following discussion, a motion was received to approve the budget amendments as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

SAMA Educational Foundation, Inc. Funding Transfer

Secretary/Treasurer Jeff Gray presented a proposed funds transfer from the Association's Operating Accounts in the amount of \$101,107.81 to the SAMA Educational Foundation Accounts, consistent with the intent of the SAMA Educational Foundation growth policy approved during the Board of Directors' meeting of May 20, 2012 in Savannah, Georgia. Following discussion, a motion was received to approve the funds transfer as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

SAMA Educational Foundation, Inc. Investment Plan

Secretary/Treasurer Gray noted the SAMA Educational Foundation funds are subject to an investment plan as provided for in the SAMA Educational Foundation, Inc., Investment Policy. Mr. Gray added the current intent is the completion of investment transactions following the upcoming election but prior to the end of the calendar year.

Modification to Scholarship Funding and Award Policy - Designated Partner Institutions (Scholarship and Student Outreach Committee)

Secretary/Treasurer Gray presented for discussion a proposal to revise the SEC-AAAE Scholarship Funding and Award Policy in consideration of the SAMA Merger Agreement goal of providing scholarships in each state in the Southeast region has been reached. Mr. Gray recommended the Board revise the policy to consider awarding any remaining scholarships to eligible students attending any 4-year accredited aviation management college or university in the region going forward. The policy would still give priority to named Memorial Scholarships, and would retain priority status for current Designated Partner Institution” schools in the respective states, but would accommodate the award of any remaining scholarships to deserving students at other aviation schools. Following discussion, a motion was received to recommend the revision of the SEC-AAAE Scholarship Funding and Award Policy to the general membership for approval at the forthcoming Annual Conference in Lexington, Kentucky. 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 had nothing to report.

**2013 Finance & Administration
Conference..... Jason Terreri, Chairman**

Mr. Terreri was not in attendance. Mr. Brammer noted that the 2013 AAAE/SEC-AAAE Finance and Administration Conference would be held in Destin, Florida and the host hotel is the Hilton SanDestin Beach Golf Resort and Spa. President-Elect Clow noted Ms. Jennifer Shearer with the Mobile Regional Airport has volunteered to be the co-chairperson for the conference.

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

Chairman Frankl was not in attendance; however, he provided a report to Mr. Brammer stating that the conference planning is well underway with the Conference Planning Committee meeting in Lexington, Kentucky on November 7-9, 2012. The Committee will work 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 thoroughbreds in the country race. Mr. Frankl 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.

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

Chairman Smighelschi reported that four (4) individuals were seated for their oral exams at this meeting and a complete Professional Education Report was forwarded to the Board earlier this month. Mr. Smighelschi noted that his appreciation of the work Mr. Brockman accomplished over previous years in this role has grown considerably. He added that ten (10) candidates are scheduled for the 2013 Finance and Administration Conference in Destin, Florida.

Student Scholarship & Academic

Outreach Committee..... Michael Reisman, Chairman
Claudia Holliway, Madam Co-Chairman

Mr. Reisman was not in attendance. Mr. Gray provided his report noting that emails were transmitted to all identified points of contact with each partner institution the week of September 3, 2012 by Committee members informing the partner institutions of the forthcoming application period for the 2012-2013 scholarship program. Mr. Gray noted that formal announcements with instructions and applications were transmitted to each partner institution by Cote' on September 11, 2012. A total of eleven (11) partner institutions were notified of the availability of fourteen (14) scholarships in the amount of \$2,000 each. The deadline for application is October 25, 2012. Verification of receipt of the announcements and instructions was completed on September 24, 2012 and additional follow-up emails were forwarded October 8, 2012 to any institution that had not verified the receipt of the documents. Notification of scholarship recipients should occur on or about November 8, 2012 with acceptance by students on or about November 22, 2012.

Marketing and Communications

Committee..... Trevis Gardner, Chairman

Chairman Gardner was not in attendance.

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

Mr. King was not in attendance. Mr. Brammer noted that the Corporate Committee held a conference call on October 8, 2012 and set the following goals:

1. Expand Membership: Assemble a task force to review all corporate members and identify a representative to service on the Committee.
2. Increase Meaningful Participation Opportunities: Assemble a task force to review opportunities, existing and proposed, for programs that will enhance corporate membership. The Awards Program, along with newly proposed programs, will be evaluated.
3. Enhance Value of Corporate Membership: Quantify the value of existing program(s) and determine opportunities for improvement.

Board of Directors' Meeting Minutes
October 21, 2012
Page 6

It was determined the Mission Statement remained applicable and would remain in place for 2012-2013.

A concern was noted regarding the minimal number of nominations for the Corporate Member of the Year Award and Chairman King recommended that the SEC-AAE Board of Directors be allowed to set forth at least one nomination for the Award. The Board will ask Mr. King for additional discussion. Other incentives included the Non-Renewing Member Survey, the Speakers' Bureau, and the Mentoring Program. The next Committee conference call will be held in January 2013.

Annual Conference Site Selection
Committee..... Claudia Holliway, Madam Chairman

Ms. Holliway reported that her committee would like to move forward with the selection of an annual conference site for the year 2017. Following discussion, the concensus of the Board was to allow the Annual Conference Site Selection Committee to move forward with the selection of an annual conference site for the year 2017.

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

Mr. Oberlies was not in attendance. Ms. Olmstead provided a report noting that the audit of the Savannah Conference was clean and that Savannah had exceeded its budgeted expectations by more than \$40,000.

Resolutions & Bylaws..... Bob Brammer

Mr. Brammer had nothing to report at this time.

Nominations Committee.....Mike Landguth

Immediate Past President Mike Landguth presented the nomination of Mr. Larry Cox, AAE, as the Chapter's representative on the AAAE Nominating Committee. Following discussion, the Board instructed Mr. Brammer to call for any additional nominations via email to the general membership, and shortly thereafter to call for a vote via email to the general membership.

Board of Directors' Meeting Minutes
October 21, 2012
Page 7

IV. Old Business

No old business was discussed.

V. New Business

No new business was discussed.

VI. Announcements

There were no announcements.

VIII. Adjournment

There being no further business to come before the Board of Directors, President Browne adjourned the meeting at 2:52 PM

Respectfully submitted,

Jeffrey C. Gray, AAE
Secretary/Treasurer

JG:RB:rb