

MINUTES
BOARD OF DIRECTORS' MEETING
2010 AAAE National Airports Conference
Sunday, September 19, 2010, 2:30 p.m.
The Westin Gaslamp Quarter
Balboa Room
San Diego, California

BOARD MEMBERS IN ATTENDANCE:

Bill Marrison	Scott Brockman	Michael Landguth	Chris Browne
Judi Olmstead	Mike Clow	Jeff Gray	Greg Kelly
Claudia Holliway			

BOARD MEMBERS NOT IN ATTENDANCE:

None

I. Welcome.....President Scott Brockman

President Brockman called the meeting to order at 2:35 p.m. and welcomed the Board of Directors and guests to San Diego. He thanked everyone for their attendance and proceeded with the Agenda.

II. Approval of Minutes.....Former Secretary/Treasurer Michael Landguth

Former Secretary/Treasurer Landguth presented the Board of Directors' Meeting Minutes of April 18, 2010. The meeting was held in Memphis, Tenn. A motion was received to approve the minutes as presented. The motion received a second, there was no discussion, and the motion was adopted by unanimous voice.

III. Treasurer's Report.....Former Secretary/Treasurer Michael Landguth

Former Secretary/Treasurer Landguth presented the Treasurer's Report ending June 30, 2010. The report indicated the following balances:

Operating Accounts.....	\$204,485.07
Scholarship Accounts....	\$203,247.79

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

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IV. COMMITTEE REPORTS

Executive Secretary.....Bob Brammer

Mr. Brammer reported that all files created and maintained for FY 2009-2010 have been forwarded to Foti, Flynn, Lowen and Company, Certified Public Accounts, located in Roanoke, Virginia for financial auditing.

2010 Annual Conference.....Scott Brockman

Mr. Brockman provided a brief summary on the overwhelming success of the 2010 SEC-AAAE Annual Conference held in Memphis, Tenn. Mr. Brockman received an ovation for his good work.

2011 Finance & Administration

**Conference.....Greg Kelly, Chairman
Patricia Apone, Co-Chairman**

Mr. Kelly provided an overview of the planning for the Conference. The conference will be held in Jacksonville, Fla. on February 27 through March 1, 2010 at the Jacksonville Omni. Rooms are \$129 per night for double occupancy.

**2011 Annual Conference.....Thomas Hughes, Chairman
Travis Greene, Co-Chairman**

Mr. Hughes and Mr. Green were not in attendance. Mr. Landguth provided an overview of the conference planning and reported the dates for the conference are April 3-6, 2011. The conference committee is currently negotiating with the Renaissance Riverview Plaza Hotel for room rates.

2012 Annual Conference.....Greg Kelly, Chairman

Mr. Kelly provided a video overview of the conference planning completed thus far. The dates are May 20-23, 2012 and the Westin Savannah Harbor Resort & Spa has been secured as the conference hotel at \$189 per night for double occupancy.

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

Mr. Frankl was not in attendance. Mr. Clow reported that Mr. Frankl and his staff have begun their conference planning and it appears that the conference will be held at the

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Griffin Gate Marriott in Lexington, Kentucky. The dates for the conference are tentatively set for April 21-23, 2013.

2014 Annual Conference.....Michael Landguth, Chairman

Mr. Landguth had nothing to report at this time.

Professional Education Committee.....Scott Brockman, Chairman

Mr. Brockman reported that no candidates were seated for their A.A.E. oral exams at this conference. He added that a full Accreditation Report was previously forwarded to the SEC-AAAE Board. Mr. Brockman added that new A.A.E. modules are now published.

Scholarship Committee.....Jeff Gray, Chairman

Mr. Gray provided the Board with an overview of a proposed \$5,000 donation by the Memphis Economic Club to the SAMA Scholarship Foundation, Inc. Following his review a motion was received and seconded to accept the donation. There was little discussion and the motion was adopted by unanimous voice.

Mr. Gray presented a recommendation to amend the SAMA Scholarship Foundation, Inc. budget to include a \$1,500 scholarship to the University of Memphis, to be called the Howard Putnam Scholarship, to show appreciation to the Memphis Economic Club for their \$5,000 donation to the Foundation. A motion was received to amend the budget and provide the additional scholarship. The motion was seconded, there was not discussion and the motion was adopted by unanimous voice.

Mr. Gray presented a recommendation to transfer \$3,500 from the SEC-AAAE Operating Budget to the SAMA Educational Foundation, Inc. in order to complete the scholarship selection process with COTE' during the year 2010 as prescribed as a condition of acceptance of the \$5,000 endowment from the Memphis Economic Club. A motion was presented to make the transfer. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

Mr. Gray presented a draft of a policy consolidating the SAMA Educational Foundation, Inc. funding and method of scholarship award policies. Following a brief discussion a motion was received to approve the consolidated policy and forward it to the general membership for ratification at the 2011 SEC-AAAE Annual Conference in Mobile, Ala. at which time the two previous policies will be superseded. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

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Mr. Gray presented a draft of the revised policy entitled SEC-AAAE Progression Through the Chairs. Following a brief discussion, a motion was received to approve the revised policy and forward it to the general membership for ratification at the 2011 SEC-AAAE Annual Conference in Mobile, Ala. at which time the previous policy will be superseded. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Mr. Gray presented a Scholarship Program Goals and Work Plan for 2010-2011. He likewise noted that Ms. Claudia Holliway is recommended to serve as co-chairperson of the Scholarship Committee. Mr. Gray noted that he welcomes the participation of other Chapter members as well.

President Brockman thanked Mr. Gray for his continued dedication to the SAMA Scholarship Foundation, Inc. and the Southeast Chapter-AAAE.

**Member Information and
Communications Committee.....Cyrus Callum**

Mr. Callum was not in attendance.

Corporate Liaison Committee.....David King, Chairman

Mr. King provided a complete written corporate report to the Board and turned the floor over to Ms. Holliway to discuss the Corporate One Rate Plan (See Old Business). Mr. King thanked Ms. Holliway for her good work. Mr. King noted that the Committee also wanted to adjust the categories for the Chapter Awards Program and make some changes to the time frames for consideration of construction projects. These two issues were presented for approval in the form of a motion which was seconded. There was no additional discussion and the motion was adopted by unanimous voice.

General Aviation Committee.....Hope Macaluso, Madam Chairman

Ms. Macaluso was not in attendance.

Membership Committee.....Michael Landguth, Chairman

Mr. Landguth provided an overview of the membership process to be implemented this year including values added for the entire membership. Mr. Landguth endorsed the endeavors of the Communications Committee and encouraged the Board to support the Committee's efforts. President Brockman thanked Mr. Landguth for his good work.

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Chapter Conference Site Selection

Committee.....Michael Clow, Chairman

Mr. Clow noted that his committee had secured host cities through 2014 and the committee was now busy working with those airports and cities to refine the conference processes.

Annual Conference Audits.....Judi Olmstead, Chairman

Ms. Olmstead reported that she had received financial statements relative to the 2010 SEC-AAAE Annual Conference held in Memphis, Tenn. and she is reviewing the documents.

Resolutions and Bylaws.....Bob Brammer, Chairman

Mr. Brammer had nothing to report at this time.

Nominations Committee.....Bill Marrison, Chairman

Mr. Marrison had nothing to report at this time.

IV. OLD BUSINESS

Ms. Holliway reported that she had held numerous discussions regarding ways to refine the SEC-AAAE Corporate One-Rate Plan and she offered recommendations for discussion by the Board. Following considerable discussion, a motion was received to adopt the revised Plan. The motion was seconded, there was no further discussion and the motion was adopted by unanimous voice.

VI. NEW BUSINESS

Mr. Brockman and Mr. Landguth have discussed the possibility of setting the dates for the AAEE/SEC-AAAE Finance and Administration Conferences farther in advance.

Mr. Bibb noted a new salary survey for the executive secretary position may be in order and he will take that responsibility.

President Brockman provided an overview of the Chapter finances and recommended the transfer of \$25,000 from Memphis conference income to the SAMA Scholarship Foundation, inc.. A motion was presented to transfer the amount immediately. The

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motion received a second and following a brief discussion the motion was adopted by unanimous voice.

Mr. Brockman noted that the Chapter had received great benefit from the AAAE Scholarship Foundation and the Board needed to consider additional support of that program.

VII. ANNOUNCEMENTS

Mr. Brammer noted that President Brockman's videoed Presidential Speech from the Peabody Hotel in Memphis, Tenn. is now on the website and launched on YouTube.

Mr. Kelly thanked the Board for its continued support of SEADOG.

VIII. ADJOURNMENT

There being no further business to come before the Board of Directors, President Brockman thanked the Board Members for their attendance and adjourned the meeting at 4:42 p.m.

Respectfully Submitted,

Christopher U. Browne, C.M.
Secretary/Treasurer

CB:RB:rb