

MINUTES
SEC-AAAE BOARD OF DIRECTORS' MEETING
2018 AAAE/SEC-AAAE FINANCE & ADMINISTRATION CONFERENCE
Sunday, March 4, 2018, 3:00 PM – 5:00 PM
Crowne Plaza Melbourne Oceanfront Hotel, St. Martin Room
Melbourne, Florida

In Attendance:

Greg Kelly Toney Coleman Mike Reisman Patrick Wilson
Mihai Smighelschi David King

Not Attending:

Todd Sheller

I. Welcome..... President Toney Coleman

President Coleman opened the Meeting at 3:00 PM with prayer. He welcomed the members and guests to Melbourne, Florida, the 2018 AAAE/SEC-AAAE Finance & Administration Conference and the SEC-AAAE Board of Directors' Meeting.

II. Approval of Minutes..... Secretary/Treasurer Michael Reisman

Secretary/Treasurer Michael Reisman presented the Minutes of the Board of Directors' Meeting dated October 1, 2017 and held in Las Vegas, Nevada. 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 Michael Reisman

Mr. Reisman provided the Treasurer's Report to the Board of Directors and noted the following balances in Chapter accounts as of January 31, 2018:

Operating Account	\$185,667.58
Scholarship Account	\$691,118.52

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.

Mr. Reisman presented the Auditor's Report for the Period Ending June 30, 2017. Following brief discussion, a motion was offered to receive and file the Auditor's Report as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Board of Directors' Meeting Minutes
March 4, 2018
Page 2

Mr. Reisman presented the 2018-2019 SEC-AAAE Budget for consideration by the Board. Following brief discussion, a motion was offered to adopt the Budget as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Mr. Reisman presented the 2018-2019 SAMA Educational Foundation, Inc. Budget for consideration by the Board. Following brief discussion, a motion was offered to adopt the Budget as presented. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Mr. Reisman informed the Board that appropriate tax forms had been filed with the IRS for the SEC-AAAE and the SAMA Educational Foundation, Inc.

Mr. Reisman informed the Board that the SAMA Educational Foundation, Inc. Annual Report had been filed with Florida Department of State, Division of Corporations. He noted the SEC-AAAE Annual Report is due 10-1-18 with Tennessee Secretary of State.

IV. COMMITTEE REPORTS

Executive Secretary..... Bob Brammer

Mr. Brammer had nothing to report.

**2018 Finance and Administration
Conference.....Rob Kelly, Chairman
Perry Miller, Vice-Chairman**

Mr. Kelly noted the 2018 F&A Conference exceeded last year's registrations with 142 registrants with a \$27,000 increase in revenues. He provided an overview of the Conference, its agenda and social events. Mr. Kelly and Mr. Miller received an ovation for their good work.

2018 SEC-AAAE Annual Conference.....Richard Tucker, Chairman

Mr. Tucker was not in attendance. Ms. Jana Kuner and Mr. Kevin Vandenberg reported on the conference planning taking place to date. Ms. Kuner noted the dates for the conference are set for May 6-8, 2018. The hotel is the Embassy Suites and room rates are \$169 per night. Ms. Kuner provided an oversight of the program and entertainment, and he noted a link for the conference website was on the Chapter's website at www.secaaae.org.

Board of Directors' Meeting Minutes
March 4, 2018
Page 3

2019 SEC-AAAE Annual Conference..... Scott Van Moppes

Mr. Van Moppes was not in attendance. Ms. Connie Martin noted the Conference would be held March 31 – April 2, 2019 at the Embassy Suites – Oceanfront at Kingston Plantation. The room rate is \$159 per night which includes a manager's reception each evening and a buffett breakfast each morinig. The band *America* will perform at the House of Blues.

2020 SEC-AAAE Annual Conference.....Ron Mathieu

On behalf of Mr. Mathieu, Mr. Brammer reported the conference originally scheduled for May 3-5, 2020 would be rescheduled for March 27-31, 2020 because of a conflict with the AAAE Annual Conference & Exposition. The Conference would remain at the Marriott Hotel & Convention Center. Room rates are \$149 and conference planning is underway. Mr. Brammer noted that AAAE had recently informed him that the 2020 AAAE Annual Conference & Exposition would be held in Denver, Colorado on May 10-13, 2020 leaving the two conferences five-days apart.

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

Mr. Smighelschi noted four individuals have been accredited since Las Vegas and three individuals were seated for their oral exams at this Conference including Mr. Ryan Kreulen, AAE from Columbia, SC who is the Southeast Chapter's newest AAE. Mr. Smighelschi thanked Ms. Judi Olmstead and the other panel participants and he added the pipeline for new AAEs remains strong for the Chapter.

Student Scholarship & Academic

Outreach Committee..... Patrick Wilson, Chairman
Brent Brown, Co-Vice Chairman
Travis Crilly, Co-Vice Chairman

Mr. Wilson thanked Jerry Brienza for his past assistance and noted Mr. Brent Brown, Travis Crilly and Nina MacPherson were the new Committee Members. He noted the scholarships awarded this year were in the name of Claudia Holliway who was a continuous supporter of the Program.

Mr. Wilson reported on the continuing success of the Internship Program and the awards to date.

Membership Development

Committee..... April Cameron, Madam Chairman
Ryan Betcher, Vice-Chairman

Ms. Cameron and Mr. Betcher were not in attendance. Mr. Brammer noted that 74 new members had been secured thus far this year for a total of 677 members thereby continuing the Chapter's legacy of being the largest of the AAAE Chapters. Ms. Cameron received an ovation for her good work.

Corporate Liaison Committee..... Connie Gowder, Madam Chairman
John Walz, Vice Chairman

Ms. Gowder commented on the status of the Corporate Award Program and noted that the deadline for submissions was March 16, 2018 at 5:00 PM. She is still working with students to increase their conference attendance.

Conference Site Selection Committee..... Dave King, Chairman

President Coleman noted he had reestablished the Conference Site Selection Committee to name the venues for Years 2021 and 2022 and Mr. Dave King will Chair the Committee. Mr. King noted he had the draft RFP in his possession and would advertise for the events in the near future.

Conference Financial Oversight

Committee..... Judi Olmstead, Chairman

Ms. Olmstead had nothing to report at this time.

Emerging Airport Leaders Program..... Jason Terreri, Chairman

Mr. Terreri updated the Board on the goals, objectives and current status of the Program and noted that the Committee is struggling to judge the success of the Committee's work. Mr. Terreri called on the Board's assistance additional guidance. He noted 8-10 individuals were currently active in the Program. Discussion ensued.

Resolutions & Bylaws..... Bob Brammer, Chairman
Greg Kelly
Michael Landguth
Tommy Bibb

Mr. Brammer had nothing to report at this time.

Nominations Committee..... Greg Kelly
Michael Landguth
Tommy Bibb

Mr. Kelly noted that Mr. Michael Landguth and Mr. Tommy Bibb had been added as Nominations Committee members and they would present their full slate of officers and directors at the Board of Directors' Meeting in Huntsville, Alabama and at the General Membership Meeting for ratification.

“Goal Digger Program”.....Judi Olmstead

Ms. Olmstead noted the most recent and most successful-to-date Goal Digger Seminar was held November 17, 2017 and sponsored by the Southwest Florida International Airport. She added that she hopes to hold another Goal Digger Seminar around June in Charlotte, North Carolina. Registration information will be forwarded to the membership and be made available on the website at www.secaaae.org.

Marketing & Communications..... Carol Gaddis, Madam Chairman

President Coleman noted that he had reestablished the Marketing and Communications Committee and appointed Ms. Carol Gaddis with the Hartsfield-Jackson Atlanta International Airport as Madam Chairman.

V. Old Business

There was no old business for consideration.

VI. New Business

President Coleman noted the abdication of Pat Apone as President-Elect and further noted that following considerable deliberation and consideration, Mr. Michael Reisman will be inducted as President of the SEC-AAAE in Huntsville, Alabama and Mr. Patrick Wilson will assume the role as President-Elect for the year 2019-2020.

President Coleman noted the abdication of Jennifer Shearer as incoming Secretary/Treasurer and further noted that following considerable deliberation and consideration, Mr. Todd Sheller will be inducted as Secretary/Treasurer of the SEC-AAAE in Huntsville, Alabama.

President Coleman noted a copy of the revised Policy on Progression Through the Chairs of the SEC-AAAE was included with the Agenda. The revised Policy would have to be ratified by the General Membership at the meeting in Huntsville, Alabama and

Board of Directors' Meeting Minutes
March 4, 2018
Page 6

subsequently posted on the SEC-AAAE website. A motion was presented to approve the revised Policy and advance it to the General Membership for ratification. The Motion received a second, there was no discussion and the Motion was adopted by unanimous voice.

Past President Jeff Gray brought the Board up-to-speed on the work of the AAAE Academic Relations Committee.

Past President Tommy Bibb requested a \$500.00 sponsorship for the MTSU Air Race. A motion was presented to amend the 2017-2018 SEC-AAAE Budget and approve the sponsorship. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

VII. Announcements

President Coleman noted that he would communicate his appreciation of their service to Ms. Apone and Ms. Shearer.

VIII. Adjournment

There being no further business to come before the Board, President Coleman adjourned the meeting at 4:00 PM.

Respectfully submitted,

Michael Reisman, AAE
SEC-AAAE Secretary/Treasurer

MR:RB:rb