

**MINUTES**  
**Board of Directors' Meeting**  
**Sunday April 10, 2005, 3:00 PM**  
**SEC-AAAE Annual Conference**  
**Little Rock, Arkansas**

Board Members in attendance:

Bryan Elliott	Parker McClellan	Tim Doll	Diana Lewis
Ken Spirito	Jim Bennett	David Edwards	Lew Bleiweis
Bill Marrison			

**I. WELCOME**

President Elliott welcomed the Board of Directors and guests to Little Rock, Arkansas, and called the meeting to order at 3:07 PM.

**II. APPROVAL OF MINUTES**

Secretary/Treasurer Edwards presented the minutes of the January 30, 2005, Board of Directors' Meeting held in Naples, Florida. There were no comments regarding the minutes and 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**

Secretary/Treasurer Edwards presented the Treasurer's Report ending February 28, 2005. The report contained the following balances:

Operating Account.....	\$126,361.82
Scholarship Account.....	\$177,615.43

A motion was received to accept the report as presented. The motion was seconded, there was no discussion and the motion was adopted by unanimous voice.

**IV. COMMITTEE REPORTS**

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

Mr. Brammer presented six resolutions of appreciation for outstanding service to the SEC-AAAE for consideration by the Board and ratification by the membership. The honorees were as follows:

**MINUTES**

Board of Directors' Meeting

Page 2

- Mr. Bryan O. Elliott, President 2004-2005
- Mr. Greg Herning, General Manager, The Peabody Little Rock
- Mr. Timothy M. Doll, 2005 Annual Conference Committee Chairman
- Honorable Jim Dailey, Mayor of the City of Little Rock, Arkansas
- Dr. Carl Johnson, Chairman, Little Rock Municipal Airport Commission
- Ms. Jennifer Conrad Mitchell, Director of Catering & Conference Services

A motion was received and seconded to approve the block of resolutions. There was no discussion and the motion was approved by unanimous voice.

By consensus, the Board agreed to allow Mr. Brammer to transfer funds in accordance with the SEC-AAAE Investment Policy on or after July 1, 2005, in order to correspond with the end of the fiscal year.

Mr. Brammer noted he had not added the Nominations Committee Report to the agenda and asked the Board to make the appropriate handwritten notation to their agendas.

**2005 NAC Representatives.....Bill Marrison**  
**Parker McClellan**  
**Scott Brockman**

Ms. Kelly Johnson noted the conference would be held in Tampa, Florida, and precise dates and hotel location may be announced during the course of the General Membership Meeting to be held in Seattle, Washington, during the AAAE Annual Conference.

**2005 SEC-AAAE Finance & Administration Conference.....Chris Browne, Co-Chairman**  
**Diana Lewis, Co-Chairman**

Ms. Lewis reported the accounting process for the 2005 Finance and Administration Conference had not been completed as of this date.

**2006 SEC-AAAE Finance & Administration Conference.....Diana Lewis, Madam Chairman**  
**Mike Landguth, Vice Chairman**

Ms. Lewis reported planning for the 2006 Finance and Administration Conference was underway and the Jacksonville International Airport was prepared to assist with sponsorships. She added Joan Lowden with AAAE was in search of an appropriate Jacksonville, Florida, hotel to host the event and dates during the first week of March were under consideration.

## **MINUTES**

Board of Directors' Meeting

Page 3

### **2005 SEC-AAAE Annual Conference.....Tim Doll, Chairman**

Mr. Doll welcomed the group to his hometown of Little Rock, Arkansas, and assured the group if they had any needs that were unmet that they should contact him or a member of the Little Rock National Airport staff. He added that 232 individuals had registered for the conference and there was about a 50/50 split between corporate and airport personnel registered. Mr. Doll reported 29 exhibit booths had been rented and he probably could have filled at least five more. He asked those present to encourage the attendees to attend the last evening event because he had obtained five pairs of airline tickets to be given as door prizes during the event. He added that he expected to clear \$40-\$50 thousand on this conference which will support the annual budget expenses and scholarship programs.

### **2006 SEC-AAAE Annual Conference.....Tommy Bibb, Chairman**

Mr. Bibb reported planning for the 2006 Annual Conference was progressing and a short Conference Committee Meeting would follow this Board meeting. Mr. Bibb noted that the conference was slated for May 21-23, 2006, at the Lowes Vanderbilt Plaza with room rates of approximately \$155 per night, double occupancy.

### **2007 SEC-AAAE Annual Conference.....Chuck Henderson, Chairman**

Mr. Henderson reported that the conference hotel was now under construction and he did not anticipate any problems with the completion of the facility by conference time. He added he is currently looking at a timeframe around the end of April or first of May 2007, to book the hotel. Mr. Henderson reported the internationally recognized Ruth' s Chris Steakhouse had signed on as the restaurant provider for the hotel and he felt some might find this location a dining attraction. He added that although there were other hotels in Columbia that could have accommodated the conference in 2006, the conference committee determined this facility provided the very best venue for the event because the hotel is in the vicinity of two coliseums and the city' s art center. Hotel rates are currently being negotiated.

### **2008 SEC-AAAE Annual Conference..... Lew Bleiweis, Chairman**

Mr. Bleiweis reported the Conference is slated for April 13-15, 2008 at the Marriott Downtown Louisville at a room rate of \$145-\$175. He added the hotel is attached to the convention center and the location will add to the convenience of the venue. Mr. Bleiweis has listed the conference with the AAEE Calendar of Events and local attractions are being reviewed for spousal programs and conference entertainment.

**MINUTES**

Board of Directors' Meeting

Page 4

**Professional Education Committee.....Ken Spirito, Chairman**

Mr. Spirito reported three candidates faced their oral exams during the course of this meeting and two passed. Mr. Clay Garrett of Atlanta, Georgia, and Mr. Jim Foster of Gulfport, Mississippi, were named the Chapter' s newestAAE' s. Mr.Spirito thanked those individuals who had assisted him with the oral exams. Mr. Spirito noted a Board of Examiners retreat was held recently where the entire AAE process was discussed with emphasis on stimuli for candidates to complete the thesis. The writing of the thesis seems to be a roadblock to beginning the AAE process for a number of candidates.

**A.A.E. Mentoring Committee.....Tommy Bibb, Chairman**

Mr. Bibb noted that following considerable deliberation he recommended consolidating the AAE Mentoring Committee as a function of the Scholarship Committee.

**Scholarship Committee.....Ken Spirito, Co-Chairman  
Lew Bleiweis, Co-Chairman**

Mr. Bleiweis reported the Committee had budget approval for four (4) annual scholarships, two of which were dedicated to Auburn University and two were "open" to other approved learning institutions in the Southeastern United States. Mr. Bleiweis noted there was a considerable problem in encouraging students to apply for the scholarships. Mr. Bleiweis offered an alternate use of scholarship funds to support continuing education of SEC-AAAE members through courses such as the ACE and CM Programs. He added that such a proposal would require a bylaws change. Following a brief discussion, Mr. Brammer reminded the Board the fiduciary responsibility for the SAMA/SEC-AAAE Scholarship Foundation and its continuation of the program for its original purpose was part and parcel of the merger agreement with the Southeastern Airport Managers' Association (SAMA) some years ago. Mr. Brammer expressed his concern that alterations of the SAMA/SEC-AAAE Scholarship Foundation bylaws for any purpose other than SAMA' s original intent may be considered a breach of the merger agreement. Additional discussion ensued but no action was proposed. Mr. Brammer offered to work with the Chapter' s Webmaster to promote the Scholarship Program and the Professional Development Institute (PDI) on the Chapter' s website.

**Corporate Liaison Committee.....Heather Chaney, Co-Chairman  
Jim Bennett, Co-Chairman**

Ms. Chaney noted the Corporate Award of Excellence would be presented during the course of the Awards Luncheon on Tuesday, April 12, 2005.

**MINUTES**

Board of Directors' Meeting

Page 5

**Nominations Committee.....Parker McClellan, Chairman**

Mr. McClellan, AAE, offered the following slate of officers and directors for the year 2005-2006:

Immediate Past President.....	Mr. Bryan O. Elliott, AAE
President.....	Mr. Timothy M. Doll, AAE
President-Elect.....	Mr. David N. Edwards, AAE
Secretary/Treasurer.....	Mr. Lew Bleweis, AAE
Board Member-at-Large.....	Mr. Ken Spirito, AAE
Board Member-at-Large.....	Mr. Bill Marrison, AAE
Board Member-at-Large.....	Mr. Jim Bennett, AAE
Board Member-at-Large.....	Ms. Diana Lewis, AAE
Board Member-at-Large.....	Mr. Scott Brockman, AAE

A motion was presented to approve the slate of officers for ratification by the membership on April 11, 2005. The motion was seconded, there was no discussion, and the motion was adopted by unanimous voice.

Mr. McClellan, AAE, offered the following slate of individuals to serve on the AAAE Board of Directors:

AAAE Secretary/Treasurer.....	Ms. Kelly Johnson, AAE
Board Member-at-Large (Mobility Position).....	Mr. Jim Bennett, AAE
Board Member-at-Large (Representing CM' s)...	Mr. Ben DeCosta, CM

President Elliott nominated Mr. Parker McClellan, AAE, to serve another term on the AAAE Board of Directors and as the Chapter' s representative on the AAAE Nominating Committee.

A motion was presented to approve the slate of individuals for ratification by the membership on April 11, 2005. The motion was seconded, there was no discussion, and the motion was adopted by unanimous voice.

Mr. McClellan, AAE., thanked the members of his committee that included Ms. Sue Stevens, AAE, Mr. Larry Cox, AAE, and Mr. Patrick Graham, AAE, for their contributions to the committee' s work.

## **MINUTES**

Board of Directors' Meeting

Page 6

### **V. OLD BUSINESS**

President Elliott noted that motions would be called for during the course of the General Membership Meeting to be held April 11, 2005, to ratify or repeal the Chapter' s Investment Policy and to reaffirm or repeal the Chapter' s Officer Travel Policy.

### **VI. NEW BUSINESS**

In anticipation of the success of the Little Rock SEC-AAAE Annual Conference, Mr. Edwards offered a motion for the Chapter to provide a \$50,000 donation to the Greg Isabel Foundation in keeping with the Chapter' s previous commitment of \$100,000 to the Foundation over a five-year period as approved June 21, 2004. He recommended that the donation be approved, with the approval being subject to the Little Rock SEC-AAAE Annual Conference net revenue being at least \$45,000. A motion was received and seconded to approve the donation. There was no discussion and the motion was approved by unanimous voice.

It was noted \$25,000 had been previously paid on the commitment and assuming the forthcoming \$50,000 donation was approved, a balance of \$25,000 would remain. A consensus was voiced that following fulfillment of this commitment, the Chapter should concentrate on continuing to build funds in its own SAMA/SEC-AAAE Scholarship Foundation.

Mr. Bleiweis asked that the Board consider a contribution to the SAMA/SEC-AAAE Scholarship Foundation. There was a discussion as to the amount of the contribution, with a final consensus being to delay a decision on the item until the AAAE Annual Conference in May.

Mr. McClellan asked for discussion regarding future sites for the AAAE/SEC-AAAE Finance and Administration Conference historically held in the State of Florida in January or early February. It was noted AAAE specialty conferences were sometimes moved around the country to promote interest in the conferences and Monterey, California, had expressed an interest in hosting the Finance and Administration Conference. Following discussion it was determined by consensus that this conference should not necessarily be restricted to the State of Florida, but the conference should remain in a state represented by the SEC-AAAE.

Mr. Doll noted Corporate Members were becoming increasingly disturbed by constant requests for monetary support for chapter and national conferences. He recommended the Chapter look at charges associated with our conferences and closely monitor

**MINUTES**

Board of Director' s Meeting

Page 7

registration fees, hotel room rates, and other controllable costs to provide relief to the Corporate members and small airport operators as well.

**VII. ANNOUNCEMENTS**

There were no announcements.

**VIII. ADJOURNMENT**

There being no further business to come before the Board, President Elliott adjourned the meeting at 4:26 PM.

Respectfully submitted,

David N. Edwards, A.A.E.  
Secretary/Treasurer

DE:RB:rb