

MINUTES
SEC-AAAE BOARD OF DIRECTORS' MEETING
Sunday, February 22, 2004, 3:00 p.m.
Finance & Administration Conference
Ft. Lauderdale, Florida

Board Members In Attendance: Tim Doll Patrick Graham
 Parker McClellan Bill Marrison
 Kim Wade Lew Bleweis
 Tommy Bibb Bryan Elliott
 Dave Edwards

I. WELCOME.....President Parker McClellan

President Parker McClellan opened the meeting at 3:07 p.m. and welcomed the Board of Directors and guests to Ft. Lauderdale, Florida, and the 2004 AAAE/SEC-AAAE Finance and Administration Conference.

II. APPROVAL OF MINUTES.....Secretary Tim Doll

Secretary Doll presented the Board Meeting Minutes of September 21, 2004. A motion was presented to approve the minutes and the motion received a second. There was no discussion and the motion was approved by unanimous voice. Secretary Doll presented the General Membership Meeting Minutes of April 27, 2003. A motion was received to approve the minutes as presented and the motion received a second. There was no discussion and the motion was adopted by unanimous voice. Secretary Doll noted that the General Membership minutes would be ratified by the general membership immediately following the Board of Directors' Meeting.

III. TREASURER'S REPORT.....Treasurer David Edwards

Treasurer Edwards presented the Treasurer's report ending December 31, 2003, which contained the following balances:

Operating Funds-on-Hand.....\$ 90,532.84
Scholarship Funds-on-Hand...\$177,713.46

A motion was presented to approve the Treasurer's Report as presented and the motion received a second. There was no discussion and the motion was adopted by unanimous voice.

Ms. Kelly Johnson presented a motion to donate \$5,000 to the AAAE Scholarship Foundation to honor Greg Isabell, providing a total of 10,000 additional dollars donated to the Foundation for this fiscal year. A motion was presented to table the discussion until the revenues from the Finance and Administration Conference are returned.

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The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

Treasurer Edwards presented the draft budget for 2004-2005. Following discussion, a motion was presented to revise the budget to include a \$3,000 annual increase for the executive secretary beginning March 1, 2004 and an annual CPI adjustment starting in Fiscal Year 2005. The adjustment is to be based on the CPI for the location the executive secretary resides in. The motion received a second, there was no further discussion and the budget was adopted by unanimous voice.

Treasurer Edwards reported that the certified public accounting firm of Foti, Flynn, Lowen and Company had completed its audit for the 2002-2003 fiscal year. A copy of the report was made available and a motion was presented and seconded to receive and file the report. Following little discussion, the motion was adopted by unanimous voice. A question arose regarding Note 4 of the report. Mr. Brammer was instructed to contract the auditor and have them clarify the note.

IV. COMMITTEE REPORTS:

EXECUTIVE SECRETARY REPORT....Bob Brammer

Mr. Brammer had nothing to report at this time.

2004 FINANCE and ADMINISTRATION

CONFERENCE.....Michael Laven, Co-Chairman
Chris Brown, Co-Chairman

President McClellan reported that the attendance for this year' s Finance and Administration was down considerably but corporate sponsorships had remained stable.

2004 SEC-AAAE ANNUAL

CONFERENCE.....Frank Miller, Chairman

In Mr. Miller' s absence, Mr. Patrick Graham noted that the 2004 SEC Annual Conference would be held in Pensacola, Florida, on April 25-27, 2004, at the Hilton Garden Inn on the beach. Room rates are approximately \$125 to \$155 nightly. Registration will be

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approximately \$275. Conference rates will also be available on the Friday and Saturday prior to the conference. The Program and Finance Committees have been formed and those processes are well underway. Mr. Graham noted that the individuals charged with obtaining sponsorships for the Conference should proceed post haste.

**MEMBERSHIP COMMITTEE.....Charles Henderson, Co-Chairman
Kim Wade, Co-Chairman**

Mr. Henderson was not in attendance. Ms. Wade reported 42 new members have been secured for the organization thus far this year.

PROFESSIONAL EDUCATION.....Wayne Shank, A.A.E., Chairman

Mr. Shank was not in attendance and no oral exams were reportedly taking place during this conference. Mr. Tommy Bibb noted that there may be two or three individuals tested in Pensacola and 10-12 were preparing for the oral interview.

MENTORING SUB-COMMITTEE.....Tommy Bibb, Chairman

Mr. Bibb reported Mr. Shank has a Board of Examiners meeting in a few weeks and a new list of candidates will be available after that meeting. This committee will be "kick started" shortly thereafter. Mr. Bibb also offered a discussion on incentive programs that were receptive to the Board of Directors.

**GENERAL AVIATION COMMITTEE.....Bill Marrison, Co-Chairman
Nina Demeo, Co-Chairman**

Mr. Marrison and Ms. Demeo had nothing to report at this time.

**SCHOLARSHIP COMMITTEE.....Ken Spirito, A.A.E., Co-Chairman
Lew Bleiweis, A.A.E., Co-Chairman**

Mr. Bleiweis noted that the scholarship process would begin next month. Mr. Bibb asked if other AAAE certifications could be considered for scholarships similar to the PDI Scholarship. President McClellan appointed a subcommittee to investigate this process.

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CORPORATE LIAISON COMMITTEE.....Heather Chaney, Co-Chairman
Brian Elliott, Co-Chairman

Ms. Chaney was not in attendance. Mr. Elliott reported that the selection process for the SEC-AAAE Corporate Award of Excellence was being prepared for presentation during the course of the 2004 Awards Luncheon in Pensacola. He added that consideration was being given to adding Corporate sponsors to the Chapter Web page and providing them credits in the newsletter.

DIVERSITY COMMITTEE.....Vacant

No report at this time.

EXECUTIVE EMERITUS COMMITTEE.....Morgan Rankin, Chairman

Mr. Rankin was not in attendance. Mr. Brammer noted two applications had been received for executive emeritus status from Clyde Martin (Savannah, Ga.) and Teresa Miley (Columbus, Miss.). He noted both members met the criteria for this status at the time of application. A motion was presented to approve executive emeritus status for the two members. The motion received a second, there was no discussion and the motion was adopted by unanimous voice.

NOMINATIONS COMMITTEE.....Patrick Graham, Chairman

Mr. Graham noted that he would have a slate of officers ready for the 2004 Annual Conference in Pensacola. President McClellan noted that Mr. Larry Cox, Ms. Sue Stevens and Mr. John Hanlin will serve with Mr. Graham. Mr. Graham noted that individuals interested in serving AAAE and SEC-AAAE should contact Mr. Graham as soon as possible at his new email address of pgraham@savannahairport.com.

WEBMASTER'S REPORT.....Ms. Heather Chaney, Co-Chairman
Tommy Bibb, Co-Chairman

Ms. Chaney was not in attendance. President McClellan noted the Chapter's website could be reviewed at <http://www.secaaae.org> and he encouraged the Board to review the site and make any recommendations for improvements. He noted Mr. Bibb would be assisting Ms. Chaney in updating the website.

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RESOLUTIONS & BY-LAWS.....Bob Brammer

Mr. Brammer noted the Restated Charter and Bylaws had been prepared for consideration by the membership at the General Membership Meeting to immediately follow the Board Meeting. President McClellan recommended that the Board vote to approve the By-Laws as revised during this meeting and recommend approval by the general membership. The recommendation was placed in the form of a motion was seconded. There was no further discussion and the vote transpired with eight in favor and one against.

V. OLD BUSINESS:

Natural Disaster Symposium.....Ken Spirito, Chairman

Mr. Spirito was not in attendance. President McClellan presented a written synopsis of Mr. Spirito' s work on the Committee and an overview as to how the process would work with AAAE. The Board reached a consensus that this symposium should be an add-on to the SEC-AAAE Annual Meeting in Little Rock, Ark. It was determined that AAAE should be invited to assist with the Symposium on a 50/50 profit share basis.

VI. NEW BUSINESS:

2005 Annual Conference.....Tim Doll, Little Rock
Tommy Bibb, Nashville

Mr. Doll and Mr. Bibb made brief presentations to the Board with the understanding that the location for the 2005 Annual Conference would be determined by the general membership immediately following this Board of Directors' Meeting.

A consensus was obtained to recommend Little Rock to the general membership for approval.

2006 Annual Conference.....Tim Doll, Little Rock
Chuck Henderson, Columbia

Mr. Doll withdrew his offer. Mr. Henderson was not in attendance. President McClellan made a brief presentation to the Board with the understanding that the location for the 2006 Annual Conference would be determined by the general membership immediately following this Board of Directors' Meeting.

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A consensus was obtained to recommend Columbia to the general membership for approval.

2007 Annual Conference.....Tim Doll, Little Rock
Lew Bleiweis, Louisville
Tommy Bibb, Nashville

Mr. Doll withdrew his offer. Mr. Bleiweis and Mr. Bibb made brief presentations to the Board with the understanding that the location for the 2007 annual conference would be determined by the general membership immediately following this Board of Directors' Meeting.

A consensus was obtained to recommend Nashville to the general membership for approval.

RECORD DATE:.....Bob Brammer

Mr. Brammer noted that the Record Date for the Pensacola General Membership Meeting would be March 25, 2004, if the Restated Charter and Bylaws were not approved by the general membership.

VII. ANNOUNCEMENTS:

AAAE/ACI-NA Task Force.....Patrick Graham

Mr. Graham reported that a joint AAAE/ACI-NA Board Meeting will be held in Las Vegas during the AAAE Annual Conference to determine the outcome of the task force' s work. President McClellan provided an overview of the task force' s goals and objectives.

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VIII. ADJOURNMENT:

There being no further business to come before the Board of Directors, President McClellan adjourned the meeting at 4:55 p.m. in preparation for the General Membership Meeting to follow.

Respectfully submitted,

Timothy M. Doll, A.A.E.
Secretary

TD:RB:rb