

**MINUTES**  
**Board of Directors' Meeting**  
**January 30, 2005**  
**Finance & Administration Conference**  
**Naples, Florida**

Board Members in attendance:

Parker McClellan	Lew Bleiweis	Diana Lewis
Ken Spirito	Jim Bennett	David Edwards

**I. WELCOME**

Secretary/Treasurer Edwards reported President Elliott was not able to attend this meeting and President-Elect Doll was delayed in arriving because of inclement weather as was Board Member Marrison. Secretary/Treasurer Edwards called the meeting to order at 3:04 PM.

**II. APPROVAL OF MINUTES**

Secretary/Treasurer Edwards presented the minutes of the October 3, 2004 Board of Directors' Meeting held in Tucson, Arizona. 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 December 31, 2004. The report contained the following balances:

Operating Account.....	\$121,987.85
Scholarship Account.....	\$177,418.07

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.

Secretary/Treasurer Edwards presented the most recent audit report prepared by Foti, Flynn, Lowen & Company of Roanoke, Virginia. The report was reviewed and a motion was received to receive and file the report as presented. The motion was seconded, there was no discussion and the motion was adopted by unanimous voice.

Secretary/Treasurer Edwards presented the 2005-2006 SEC-AAAE Budget. Following discussion, a motion was received to approve the budget. The motion was seconded, there was no further discussion and the motion was adopted by unanimous voice.

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**IV. COMMITTEE REPORTS**

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

Mr. Brammer reported the web site had been repaired and updated and was functioning properly.

Mr. Brammer reported that in response to the Board' s desire to accept credit cards for dues and conference expenses, he had set up accounts with PayPal so major credit cards could be accepted. He added that PayPal was selected for its ease of use and because AAAE required approximately \$750 per year to secure the SEC-AAAE web site for electronic commerce. He added that PayPal' s site already had this security feature.

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

Mr. McClellan reported that Ms. Johnson requested three volunteers to serve on the 2005 National Airports Conference (NAC) Committee and Mr. Marrison, Mr. Brockman, and he were volunteered by President Elliott. The 2005 NAC will be held in downtown Tampa in the fall of this year.

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

Mr. Browne reported over 130 people were registered for the conference from over 50 different airports. To date, approximately \$25,500 is expected in sponsorships. The hotel is filled and some overflow has been directed to the Stay Bridge Suites approximately two blocks from the conference hotel. A couple of adjustments have been made to the speaker lineup, but all the panels are covered. Representatives from Embry-Riddle may attend the General Aviation Roundtable and offer input on General Aviation funding. The theme for the conference is "Defining a new Normalcy Amidst Profound Change." Mr. Ted Soliday from the Naples Airport will provide the opening reception for the conference.

Ms. Lewis, Mr. Browne and Mr. Soliday were appropriately thanked by the Board for their hard work and dedication in assisting AAAE with the conference.

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

Mr. Doll was not in attendance. Mr. Brammer reported the conference was slated for April 10-12, 2005 in Little Rock, Ark., with the host hotel being the Peabody. Room rates are \$125 single or double occupancy. Mr. Doll' s Committee has registered 43 individuals for the Conference and the early registration deadline is fast approaching on March 1, 2005. Conference registration information is available on the website at [www.secaaae.org](http://www.secaaae.org).

### **2006 SEC-AAAE Annual Conference.....Chuck Henderson, Chairman**

Mr. Henderson was not in attendance. By written report Mr. Henderson noted problems with the construction of the conference hotel continue and the possibility existed that the Columbia venue would have to be postponed. Mr. Henderson stated that he had explored other options including alternate Columbia-area hotels, relocating the conference to Myrtle Beach with the Columbia staff continuing to perform the work on the conference, and trading conference years with Mr. Tommy Bibb who is slated to chair the conference committee in Nashville in 2007. Following discussion, a motion was received to switch the 2006 and 2007 conference locations. The motion received a second, there was no further discussion and the motion was adopted by unanimous voice.

### **2007 SEC-AAAE Annual Conference.....Tommy Bibb, Chairman**

Mr. Bibb was not in attendance. By written report, Mr. Bibb offered to change conference years with Mr. Henderson of Columbia. Mr. Bibb noted in his report the Loews Vanderbilt Plaza would stand as the site for the Conference with room rates of \$155 for single or double occupancy. The new dates for the Conference are May 21-23, 2006.

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

Mr. Bleiweis reported the Conference is slated for April 13-16, 2008 at the Marriott Downtown Louisville at a room rate of \$145-\$175.

### **Professional Education Committee.....Wayne Shank, Chairman**

Mr. Shank was not in attendance. Mr. Spirito reported Mr. Robert Carew from Charleston, S.C., faced his oral exam during the course of this meeting and he passed. Mr. Spirito thanked those individuals that had assisted him with the oral exam on this date. Secretary/Treasurer Edwards noted Mr. Shank has resigned from the AAAE Board of Examiners and Mr. Ken Spirito would be replacing him in that role. The Board

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expressed sincere appreciation to Mr. Shank for his many contributions to the A.A.E. program and the Chapter and the Board congratulated Mr. Spirito on his new appointment.

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

Mr. Bibb was not in attendance.

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

Mr. Bleiweis reported that he would be taking the lead on the Scholarship Committee following Mr. Spirito' s appointment to the AAAE Board of Examiners. MrBleiweis stated the importance of continuing to support the SAMA/SEC-AAAE Scholarship Fund with contributions from the operating account. This sparked considerable discussion regarding Chapter financing priorities, the schools supported by the Scholarship Program, the marketing of the program to students, and other uses of Chapter funds to support the educational pursuits of Chapter members. It was determined by a consensus of the Board that this discussion should continue after the financial accounting of the Little Rock Conference.

**Corporate Liaison Committee.....Heather Chaney, Co-Chairman  
Bryan Elliott, Co-Chairman**

Mr. Bennett reported that he and Ms. Chaney were working on polling the Corporate Members to determine greater membership value and benefits for those members. He noted the applications for the Corporate Award of Excellence will be mailed for the voting process in the very near future.

**V. OLD BUSINESS**

Mr. Edwards noted Mr. Patrick Graham had requested to step down from the AAAE Nominating Committee and he had recommended Mr. Parker McClellan replace him in that role. It was noted that this is a long-term position and not annually rotated as with the SEC-AAAE Nominations Chairman. A motion was received to approve this change. The motion received a second, there was no discussion and the motion was approved by unanimous voice.

**VI. NEW BUSINESS**

No new business was reported.

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### **VII. ANNOUNCEMENTS**

Mr. Bennett noted that he was being nominated to fill one of the new AAAE At-Large Board Member positions.

Mr. McClellan noted that he was preparing the Nomination Committee's recommendations for the SEC-AAAE slate of officers and the filling of one position on the SEC-AAAE Board of Directors. He noted anyone with an interest should contact him.

Mr. McClellan prompted a general discussion regarding Chapter and National (AAAE) nominations. No conclusions were expected or proposed during the course of this discussion. The Board supported Mr. McClellan entertaining discussions concerning advancing the Chapter's position in the appointment process.

### **VIII. ADJOURNMENT**

There being no further business to come before the Board, Secretary/Treasurer Edwards adjourned the meeting at 4:06 PM.

Respectfully submitted,

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

DE:RB:rb