

**SWAAAE Board of Directors Meeting**  
**Sacramento International Airport | Main Conference Room**  
**Friday, May 10, 2024 | 9:00 a.m. – 11:30 a.m. PT**  
*Breakfast will be provided starting at 8:30 a.m.*

Virtual participation is available, please contact Executive Director [Cathy Herring](#) for details.

## **Agenda**

- I. Call to Order, Roll Call, Review Agenda – TJ Chen**
- II. Action Items**
  - a. Minutes of the Board of Directors Meeting held on Sunday, January 21, 2024 – TJ Chen
  - b. Chapter Committee Restructure – Gladys Brown/Courtney Johnson
  - c. Foundation Task Force – Corinne Nystrom
    - i. Bylaw Amendments
- III. Discussion Items**
  - a. 2024-25 Draft Budget– Courtney Johnson/Gladys Brown
    - i. 2023-24 Q3 Financial Reports
    - ii. KCA Contract Renewal
  - b. Nominating – Corinne Nystrom/Courtney Johnson
- IV. President’s Report – TJ Chen**
- V. Executive Director’s Report – Cathy Herring**
  - a. Membership
    - i. Non-Executive Memberships (Ratification Required)
    - ii. Executive Membership Applications (Approval Required)
    - iii. Membership by Class Report
  - b. Time and Place
- VI. Informational Items**
  - a. 2024 Summer Conference – Cole Hartfiel
  - b. 2025 Winter Conference – Angi Daus/Graham Ritz
  - c. 2025 Summer Conference – Komal Kumar (John Wayne Airport)
  - d. AAAE Accreditation Update/Final Interview Workshop – Rosalyn Bond
  - e. AAAE Leadership Development Committee – Alice Bimrose/Brett Godown
  - f. AAAE Update – Chapter AAAE Representatives
  - g. Academic Relations Committee – David Sperling/Graham Ritz
  - h. Awards, Resolutions and Recognition – Welton Trang
  - i. Corporate Member Update – Michael Hill/Ken Moen
  - j. Credentials – Gladys Brown/Brett Godown
  - k. Diversity, Equity, and Inclusion (DEI) – Lisa Watada
  - l. Governance – Gladys Brown/Brett Godown
  - m. Engagement/Education – Alex Smith/Michael Hill
  - n. Ethics – Corinne Nystrom/Gladys Brown
  - o. Executive – TJ Chen/Courtney Johnson
  - p. Legislative and Industry Engagement – Ken Moen/Harry Barrett Jr. and Alex Smith
  - q. Scholarship – Graham Ritz
  - r. Social Media (Ad Hoc) – Courtney Pene/Jennifer Maples
  - s. Strategic Planning (Ad Hoc) – Mark Witsoe/Alex Kovacs
  - t. Young Professionals – Graham Ritz/Katherine Bales and Alex Smith
  - u. ZØØ Visual and Audio Production Committee – James Cullison/Cole Hartfiel
- VIII. Director and Member Comment**
- IX. Adjourn**

\*\*All members are invited to attend SWAAAE Board of Directors’ meetings\*\*