

**SOUTHWEST CHAPTER OF THE AMERICAN ASSOCIATION OF
AIRPORT EXECUTIVES**

Special Board of Directors Meeting

Thursday, February 28, 2019 | 2:30 p.m. PT/3:30 p.m. Arizona

Saturday, March 9, 2019 | 8:00 a.m. PT/9:00 a.m. Arizona

MEETING MINUTES

I. Call to Order and Verification of Quorum

a. President Hudson called the meeting to order at 2:31 p.m. after verifying a quorum was present.

Board of Directors: President Jonathan Hudson, First Vice President Jennifer Maples, Second Vice President Judy Ross, Immediate Past President Jon Stout, Director Kevin Bumen, Director Courtney Johnson, Corporate Director Jeff Leonard, Director Corinne Nystrom, Corporate Director Matt Quick, Director Dean Schultz, Director Andy Swanson

AAAE Representation: AAAE Director Danette Bewley, AAAE Director Scott Malta, AAAE Nominating Committee Representative Barry Rondinella

Guest: David Decoteau

Staff: Executive Director Cathy Herring

II. AAAE At-Large Secretary/Treasurer Candidate Support

- a. Immediate Past President Stout reported in addition to the call for interest for the AAAE Secretary/Treasurer chapter nomination, a call for interest for the self-nominating AAAE At-Large Secretary/Treasurer position was also sent. SWAAAE received two requests for support for the At-Large Secretary/Treasurer position, and it was reported the chapter's Nominating Committee was seeking approval from the Board of Directors to submit a letter of support for either, or both candidates. SWAAAE member and AAAE Director Bewley self-nominated for the At-Large position and her request for support was submitted to the Board of Directors for review prior to the special meeting. The other request for support was submitted by Toney Coleman, and his request for support was also submitted to the Board of Directors for review prior to the special meeting. It was stated the chapter's Nominating Committee was seeking Board of Directors approval because the chapter Bylaws, Policy Decisions and Procedures do not include specific instruction on, or requirements for, submitting chapter support for AAAE At-Large Secretary/Treasurer self-nominated candidates.
- b. AAAE Nominating Committee Representative Rondinella provided clarity on the election process for the At-Large Secretary/Treasurer position, stating each year At-Large Secretary/Treasurer nominees may be considered, but only every seven years is the committee required to consider an At-Large nominee. A discussion took place regarding nominee application requirements which included a written letter of support from at least three chapters for the AAAE Nominating Committee to consider. The Board of Directors discussed what qualifications were important to warrant a letter of support from the chapter, including industry contribution and chapter involvement, and if the chapter should support nominees outside of the Southwest should SWAAAE have a current, self-nominated member qualify and request a letter of support for the position. **ACTION:** Second Vice President Ross made a motion to submit a letter of support for Danette Bewley for the AAAE At-Large Secretary/Treasurer position. First Vice President Maples seconded the motion, which passed unanimously.
- c. A discussion took place regarding the additional request for support and it was noted the deadline for nominees to submit their information for the At-Large Secretary/Treasurer position was March 15, 2019. First Vice President Maples suggested tabling the discussion until after the AAAE Chapter Officer's Meeting in order to obtain additional information from AAAE on submitting letters of support. **ACTION:** Immediate Past President Stout made a motion to postpone the meeting until Saturday, March 9, 2019 at 8:00 a.m. PT. Director Nystrom seconded the motion, which passed unanimously.

The meeting was postponed until March 9, 2019.

III. Call to Order and Re-Verification of Quorum

a. President Hudson called the meeting to order at 8:01 a.m. after verifying a quorum was present.

IV. AAAE At-Large Secretary/Treasurer Candidate Support

- a. President Hudson provided a recap of the February 28, 2019 discussion. First Vice President Maples reported she attended the AAAE Chapter Officer's Meeting and that the election process for the At-Large Secretary/Treasurer position was discussed and clarity regarding AAAE's Bylaws was provided. First Vice President Maples stated AAAE's Bylaws do not require the At-Large position to rotate between the different chapters and that the intent is to always have a strong pool of multiple eligible candidates. Great Lakes stated they submit letters of support for any and all candidates as long as they qualify, and there is not a specific reason not to, as they feel there may be a need for other

chapter's support in the future. The South Central chapter cited a willingness to support multiple candidates and offered to submit a letter of support for Danette Bewley.

- b. It was reported a third request for support was submitted to the chapter by Rebecca Hupp; the request was sent to the Board of Directors for review prior to the meeting. A discussion took place and it was reported Rebecca Hupp had already received three letters of support from other chapters. **ACTION:** Second Vice President Ross made a motion that the chapter submits a letter of support for all those that request such, if eligible, in order to meet the goal set by the AAAE Nominating Committee of having a strong pool of candidates qualified for consideration. The motion was seconded and a discussion took place regarding AAAE's definition of diversity and requirements to be eligible to self-nominate for At-Large position. The motion passed unanimously.
- c. Immediate Past President Stout stated the Nominating Committee will be submitting procedures to be included in the chapter procedures manual.

VIII. Directors Comments

- a. Immediate Past President Stout thanked First Vice President Maples for attending the AAAE Chapter Officer's Meeting and reporting back to the Board of Directors. President Hudson thanked Danette Bewley for her patience as the Board discussed procedures for the AAAE At-Large Secretary/Treasurer position.

IX. Adjourn

- a. **ACTION:** First Vice President Maples made a motion to adjourn the meeting at 8:26 a.m. Immediate Past President Stout seconded the motion, which passed unanimously.

Respectfully submitted by: Cathy Herring, SWAAAE Executive Director