

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
General Membership Meeting
Cypress Ballroom | Monterey Plaza Hotel, Monterey, CA
Tuesday, January 28, 2020 | 12:00 p.m. – 1:30 p.m.

MEETING MINUTES - DRAFT

1. Call to Order and Verification of Quorum
 - a. President Maples called the meeting to order at 12:51 p.m. after a count confirmed a quorum of Executive, Executive Emeritus and Corporate members were present.
2. Accept Minutes from the General Membership meeting held on July 30, 2019 at the Loews Ventana Canyon Hotel in Tucson, Arizona
 - a. **ACTION:** Gladys Brown made a motion to approve the meeting minutes as presented. Brent Shiner seconded the motion, which passed unanimously.
3. President's Report
 - a. President Maples reported:
 - i. David Decoteau stepped down as Academic Committee Chair. Vice Chair Andrew Swanson filled the position as needed; David Sperling was announced as the new Chair of the committee.
 - ii. AAAE recently named First Vice President Ross as Vice Chair of the 2020 National Airports Conference, and Conference Chair for 2021.
 - iii. During the 2020 AAAE Aviation Issues Conference, SWAAAE was presented with a \$25,000 check to support SWAAAE's scholarship program. The Finance Committee is exploring investment options.
 - iv. AAAE is putting a committee together consisting of two representatives from each Chapter to review the AAAE election process. Jim Bennet and Carl Newman were selected to represent SWAAAE.
 - v. In January 2019, the AAAE Ethics Committee and SWAAAE Ethics Committee received a joint complaint by a member alleging various violations of AAAE's Code of Ethics. The complaint was investigated by AAAE and the facts were inadequate to sustain a finding of a violation of the AAAE Code of Ethics or other grounds for disciplinary action. The matter was concluded at the annual AAAE conference last year. A subsequent complaint has since been received and both SWAAAE and AAAE are addressing it.
 - vi. Scott Malta submitted his letter of resignation as a Chapter Director of AAAE, effective February 11, 2020, to coincide with his retirement from Castle Airport. The elected AAAE Director will be appointed to fill his vacancy for the remaining three months until his/her term begins at the conclusion of the AAAE Annual conference in June, 2020.
4. AAAE Representation
 - a. Announcement of Appointment, SWAAAE's AAAE Nominating Committee Representative
 - i. Nominating Committee Chair Hudson announced Barry Rondinella was appointed as SWAAAE's AAAE Nominating Committee Representative.
 - b. AAAE Elections
 - i. The AAAE Chapter Representative candidates addressed the audience as ballots were distributed to Executive and Executive Emeritus members.
 - ii. It was noted there were not any applications submitted for AAAE Secretary/Treasurer.

5. 2019-20 Second Quarter Financial Report
 - a. First Vice President Ross referenced the financial reports included in the meeting packet and noted the Chapter's CD expired and the Financial Committee agreed to transfer the funds into a separate savings account with a higher interest rate.
 - b. The \$25,000 check from AAE was deposited into a separate savings account.
 - c. The Finance Committee is researching various investment options and plans to present the Board of Directors with a recommendation at the next meeting in April, 2020. The Finance Committee is also working to draft the 2020-2021 Chapter budget and encouraged members to submit input to SWAAAE's Executive Director by February 29.

6. Strategic Plan
 - a. President Maples stated there was nothing to report as updates would be provided during the SWAAAE Strategic Business Plan conference session.

7. Committee Reports
 - a. President's Maples encouraged those in attendance to reference the reports included in the meeting packet to allow more time for the Strategic Business Plan session following the General Membership meeting.

8. Adjourn
 - a. **ACTION:** Gladys Brown made a motion to adjourn the meeting at 1:17 p.m. Joe Husband seconded the motion, which passed unanimously.

Respectfully submitted by: Cathy Herring, SWAAAE Executive Director