

**Minutes of AAAE Northeast Chapter
Business Meeting
April 24, 2005
4:00 P.M. - 5:30 P.M.
Buffalo, NY**

Attendees: See Attached List.

Welcome and Opening Comments to Members and Guests: President Kevin Dillon welcomed all those present and called the meeting to order. President Dillon thanked Tom Long and the Snow Symposium Committee for another successful Snow Symposium.

Past President's Report: Past President Tim Edwards reported that the Past Presidents' meeting is scheduled for June 3 and 4, 2005 at Cape Cod. Also, in the very near future, notices calling for nominations to the Chapter Offices and National Board of Directors will be extended.

Vice President's Report: Vice President Tom Rafter reported that the Executive Committee was in attendance at the Chapter Officers' Meeting in Alexandria, VA, March 20, 2005. Vice President Rafter reported that this was the second year that all Chapter Officers were invited to attend rather than only the President and Vice President as had been the case in prior years.

Vice President Rafter reported that the chapter officers' present felt there is a need to have a second meeting during the course of the year and the next meeting has been tentatively scheduled for the NAC this October.

Vice President Rafter reported that the Chapter Officers' discussed improvements to the accreditation process. The improvements included updating the modules and making the oral exam more relevant. Suggestions included having a module on the business model and organization of the AAAE and to have the candidate defend the findings of their research paper in the interview.

Vice President Rafter also reported that the Chapter Officers' discussed the relationship of the AAAE and ACI-NA. He said that the general consensus felt that both organizations should be ask specifically what the concerns are and whether they are true issues or personal concerns.

Treasurer's Report: Treasurer Brad Penrod reported that the total assets of the chapter are now posted at \$145,934.21. This worth includes the final income from the 2004 IASS and the 2004 Annual Conference in Portland, ME, which was very successful. Buddy Comeau motioned to accept the Treasurer's Report, Barbara Patzner seconded the motion and all members present in favor.

Secretary's Report: Secretary Bill Hopper advised the members that the minutes from the Portland, ME meetings were available for review. Buddy Comeau motioned to accept the both minutes, Jeanne Olivier seconded the motion, and all members present in favor.

Executive Secretary's Report: Executive Secretary Dick Williams reported that the membership is up to 499 that includes 24 honorary members, with payment being received to date from 215 airport members, 86 corporate members, and 3 student members.

Executive Secretary Williams reported that Steve Sheehan, Chairman of the Membership Services Committee, has audited the membership list, and has assigned people to assist him by states. President Dillon commended Steve for his hard work in this task.

National Board Update: Steve Adams reported on issues discussed by the airport legislative alliance. Mr. Adams reported that the issues are full funding of the AIP, making AIP/PFC's more flexible to airports, and DHS issues such as funding, new technology, and screening performance. Mr. Adams also reported that there is discussion on airports going after cost-free space that is occupied by TSA, CBP, and CDC.

National Nominating Committee: Steve Adams reported that there are now three new positions in the National Board with the intention of ensuring diversity through better representation by all sizes of airports, people that move from one chapter region to another, and also allowing C.M.'s to participate.

NEC members nominated for the National Board are Laurie Cullen, A.A.E., Kevin Dillon, A.A.E., and Steve Sheehan, C.M., and Jeanne Olivier, A.A.E. as an incumbent.

Motion was made by Past President Tim Edwards and seconded by Buddy Comeau with all members present in favor as follows:

"The Northeast Chapter of the AAAE supports the nomination of Jeanne Olivier, A.A.E. for the at large position on the National Board of Directors and subordinate to that the chapter equally supports the nominations of Kevin Dillon, A.A.E., Laurie Cullen, A.A.E., and Steve Sheehan, C.M."

Board of Examiners: Barbara Patzner reported the newest AAE in the Northeast Chapter is Michael O'Donald, A.A.E. of Waterbury-Oxford, CT, and that one more chapter member is scheduled to take the oral portion in Seattle. Barbara reported that since the written portion has been changed there has been a higher rate of passes. Barbara also reported that the BOE is looking for an alternative to the paper that will be better related to airport management without "dumbing it down".

President Dillon announced that Barbara was leaving the BOE, and thanked her for her hard work and efforts. He also presented her with a plaque as a gesture of the chapter's appreciation.

Committee Reports:

- **Academic Relations** Dale Charochak was not present, but reported in writing that Vaughn College of Aeronautics in Flushing, NY, is a new student chapter. He also reported that Tom Malafront will be working with Daniel Webster to recertify their student chapter and that Richard Horstmann will be working with Delaware State to start a new chapter. Dale is also chairing a subcommittee in the national committee that is presently surveying student chapters to see how the AAAE can better serve them.
- **Annual Conference** Tim Edwards reported on the conference call and review of sponsorships that are making great progress. Anyone with potential sponsors should

advise the Sponsorship sub-committee of the leads. The Annual Conference web page should be up by mid to late May.

- **ARFF Conference** Brad Penrod reported that 55 people attended the last ARFF Conference in Pittsburgh. The next conference will be 9/11-15. There was some discussion on whether 9/11 was an appropriate date to have the conference and it was decided that it would be a nice way to recognize the significance of the date.
- **Balchen/Post Awards** Dick Williams reported that 30-35 applications were received and that the committee has made their picks and they are ready for the presentation this Wednesday.
- **Corporate Relations** No one from the committee was present to report. Buddy Comeau reported that Deb Wright was working on the NEC Annual Conference to get gifts and giveaways from sponsors.
- **IASS** Tom Long reported that there were 320 attendees and that they were expecting walk-ins. The Advanced ASOS was very successful with 48 attendees. For equipment year there was discussion about having both the Basic and Advanced because of the success at this year's ASOS.
- **Large Hub Winter Workshop** John Duval reported that there were 120 attendees at the Large Hub Winter Workshop in Toronto. The 2005 conference will be 7/13-15 in Philadelphia.
- **Membership Services** Tom Rafter reported that membership is up to 498 with a few new corporate members.
- **Research and Development** George Legaretta reported that Pam Phillips is resigning as chair of the R&D committee and that the search for a new chair has commenced.
- **Scholarships, Internships and Grants** Bill Smith was not present, but reported in writing that approximately \$3500 of the \$10,000 allocated has been awarded this year. They included two Snow Symposium grants awarded to Jay Woodman of Worcester, MA, and Rodney Robinson of Elmira-Corning, NY, and one ASOS grant awarded to Iaisha A El-Tawil of PANYNJ.
- **Site Selection** Bryan Corbett reported that the 2006 conference will be in Manchester, and that to date no one has expressed an interest in the 2007 conference. President Dillon said that the executive committee will focus on assisting Brian with finding a location for the 2007 conference as well as 2008 & 2009.

New Business:

- President Dillon presented an idea to give members added incentives to become accredited by having the Northeast Chapter match scholarships awarded to AAE's that are members of the chapter. The executive committee will look into technicalities with regard to this proposal and plan to make a recommendation to the full membership at the Newport business meeting.

- President Dillon addressed the proposal to give Northeast Chapter Corporate Members voting rights. The executive committee plans to make a recommendation regarding this to the full membership at the Newport business meeting.
- Jeanne Olivier, Chairperson for the National Academic Relations Committee, reported that there is a need for a better relationship between regional and student chapters. The local chapters are better suited to assist the students. Ms. Olivier reported that the academic relations brochure has been updated in full color and with better stock. President Dillon said that the executive committee will look at how the chapter can better serve students.
- Al Graser reported that the Advanced ASOS training that preceded the snow symposium was a great success with 48 in attendance. He suggested that since that next year will be the equipment show that we should offer both basic and advanced courses.
- President Dillon stated that last year after the death of Greg Isdell, the chapter approved a grant of \$10,000 for the national endowment. President Dillon suggested that the chapter approve a grant of \$5,000, which was the amount approved prior to that in recent years. Buddy Comeau made a motion to accept the chapter granting \$5,000 to the Scholarship & Endowment Fund, \$5,000 to the Legislative PAC, and \$500 to the NAC. Jeanne Olivier seconded the motion and all members present in favor.

Adjournment:

Motion to adjourn was made by Buddy Comeau and seconded by Al Graser. All members present in favor.

SIGN-IN SHEET
NEC BUSINESS MEETING 4/24/05

| <u>NAME</u> | <u>ORGANIZATION</u> | |
|------------------|--------------------------------|-------------------|
| David Edwards | RIAC | 401 737-4000 x237 |
| Tom Long | Bgh Intl | 412 472-3676 |
| Colin Mackenzie | PSM | 603-433-6536 |
| Tom Rafter | ACU | 609-641-3833 |
| Barbara Latzner | MPA | 281-869-8000 |
| George Legarreta | FAA/Wash DC | 202-267-8766 |
| Buddy Carnece | MASSPORT | 508 799-1325 |
| Alex Kashani | MWAA | 703-572-7159 |
| TIM EDWARDS | SARAH | 717-948-3900 |
| Jeanne Delay | Arch | |
| Jay Woodman | ORH | 508 799-1351 |
| FRANK ADAMS | MHT | 603 624-6539 |
| Gerald Bisard | Allied Aviation | 516-250-9564 |
| Jeanne Oliver | Port Authority NY&NJ | 212 435 3726 |
| FL Graser | " " " | 718 244 3501 |
| Bill Lueder | Bangor Int Airport | 207 994-4573 |
| Marshall Stevens | Floyd Bennett Memorial Airport | 518-742-5945 |
| Cecil Sutton | MYSLINK INC. | 570-477-3679 |
| Brian Corbett | MASSPORT | |
| John Duval | MASS | |
| Bill Harner | Pease Airport | (603) 433-6536 |

2:16 PM
04/20/05
Accrual Basis

NEC/AAAE
Balance Sheet
As of April 20, 2005

| | Apr 20, 05 |
|--------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| certificate of deposit-08239 | 7,810.81 |
| Checking | 126,268.33 |
| Money Market Svgs. | 5,005.55 |
| Wiley Post Scholarship Savings | 6,849.52 |
| Total Checking/Savings | 145,934.21 |
| Total Current Assets | 145,934.21 |
| TOTAL ASSETS | <u>145,934.21</u> |