

**Minutes of AAAE Northeast Chapter
Business Meeting
May 9, 2004
4:00 P.M. - 5:30 P.M.
Buffalo, NY**

DRAFT SUBJECT TO APPROVAL

Attendees: See Attached List.

Welcome and Opening Comments to Members and Guests: President Tim Edwards called the meeting to order. President Edwards recognized Bill Barkhauer and thanked him for his continuing support of the NEC, and thanked Bob Nowak for the outstanding work associated with the International Aviation Snow Symposium. President Edwards also thanked Bryan Corbett and the Site Selection Committee for coming up with such great location as the Buffalo Hyatt and Convention Center.

President Edwards also recognized Jeanne Olivier and Bob Bogan, AAAE National Board of Directors.

President Edwards reported there are 41 participants in the Basis ASOS that is being conducted in association with the IASS. In early discussions, there is a possibility that both a basic and advanced ASOS will be planned in association with the 2005 IASS.

Past President's Report: Past President Al Graser reported the Past President meeting is scheduled for June 3 and 4, 2004 at Cape Code, with the primary agenda item to be establishing benchmarking information for the AAAE Annual in Las Vegas. 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: President Edwards reported that Vice President Kevin Dillon was unable to attend due to scheduling conflict.

Treasurer's Report: Treasurer Tom Rafter reported that the net worth of the chapter is now posted at \$93,854.97. This worth includes the final income from the 2003 Annual Conference in Washington, D.C., and thanked Alex Kashani for his efforts related to closing out the 2003 annual report. Alex Kashani made a recommendation that we explore the option of investing in a CD or other mechanism that may provide for a better return on Chapter investments.

Secretary's Report: Secretary Brad Penrod advised the members that the minutes from the Washington D.C. meeting were available for review.

Executive Secretary's Report: Executive Secretary Dick Williams reported that the membership is up to 498 that includes 22 honorary members, with payment being received from 280 members to date. Dick reported that the NEC Newsletter is available at the Chapter Booth at the entrance to the IASS, and that the Balchen-Post Awards are prepared for presentation at the IASS Awards Lunch.

National Executive Board Update: Bill Barkhauer encouraged members to attend the AAAE Annual Conference in Las Vegas, and to note special attention to the shift in change of day of the week the conference starting on Monday instead of the usual Sunday.

Bill also reported on the success of the Chapter Officer meeting in Washington D.C. in March, which was a change from the Chapter President meetings of the past. Bill felt the positive impact of all Chapter Officers being present allowed for better succession of the chapters. President Edwards thanked Bill for the opportunity for the full NEC Executive Committee to participate in such an important meeting.

National Nominating Committee: Steve Adams reported that May 17, 2004 is the cut off for the at large position, with 2 at large seats coming open in 2004. National Chairs have one position coming open this year.

Board of Examiners: Barbara Patzner reported that there were 10 new accredited executives in 2003, and there are three in the pipeline with oral interviews anticipated in 2004. Study modules have all been updated and are now in distribution. Barbara reported that during the BOE meeting, there was minimal concern of the ACE program being in competition with the CM or AAE programs. Jennie Olivier asked if the BOE had solicited feedback from Chapters on the ACE program, Barbara reported none that she knew of.

Committee Reports:

- **Academic Affairs** – Bill Hopper reported that the academic affairs committee has completed the information brochure and it will be available at the NEC Annual Conference. The Committee continues to work with various schools and the Scholarship Committee to increase awareness. Dick Williams reported on the efforts to get a student chapter started at Farmingdale University, and requested the Chapter consider the granting of a scholarship of \$150.00 to establish the student chapter.
- **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 indicated that the ARFF School would take place September 12-16, 2004 in Pittsburgh, and that a Weapons of Mass Destruction (WMD) component will be included again this year. Consideration is also being given to conducting a basic ASOS at the end of the ARFF conference.
- **Balchen/Post Awards** Dick Williams reported that though there were fewer applications for this year's awards that there was great competition for the awards that will be announced this week.
- **Corporate Relations** Al Graser reported the conference calls are working well and that the efforts of Deb and Paul's Sponsorship Sub-committee were proving to be very beneficial.

- **IASS** Bob Nowak reported that 400 people have registered for this year's event and expect 50 walk-ups. The 2005 IASS will return to starting in April with April 22 being the start date. Because of the new location, it was possible to get 76 vendor display booths this year, and encouraged all to view the exhibit area of the convention center that will be used during the equipment year.
- **Large Hub Winter Workshop** John Duval reported the 2005 conference is in Toronto starting July 18, and the 2005 conference is due to be at NEC airport/city. The original intent of the Large Hub Winter Workshop was to expose senior airport management to issues that may be of unique benefit to larger airports, the idea of there being an equipment display at this year's event, though initiated by equipment vendors, was felt to have a negative impact on the NEC's IASS during and equipment year, and thus the Chapter's financial well being. After some discussion, the general feeling of the members was that the equipment year of the IASS would be harmed if there were equipment displays at the Large Hub Winter Workshop. John Duval will advise the Committee that any equipment should be displayed off site from the host airport, and not have an official equipment display.
- **Membership Services** Tom Rafter reported that membership is up to 498 with a few new corporate members.
- **Research and Development** Al Graser reported that there would be no R & D Committee meeting during the Snow Symposium, but that George Lagaretta from the FAA will be providing an R & D Committee update on Monday.
- **Scholarships, Internships and Grants** President Edwards provided a copy of the attached report from Chairman Bill Smith. Bill Barkhauer reported that student fees for the AAE Annual and requested members to support the program.
- **Site Selection** Bryan Corbett reported that the next three years are set for the annual conference. 2004 Host will be Portland, Maine, 2005 – Providence, Rhode Island and in 2006 Manchester, New Hampshire. The Snow Symposium is set for Buffalo through 2005 with selection to be considering 06, 07,08 and options for 09, and 2010. The ARFF Conference is in the last year at Pittsburgh and the Committee with be considering interest in 05 and beyond.

Funding Actions: The requested funding actions as listed below were considered.

Chapter Grant to Legislative PAC of \$5000.00

Motion by Buddy Comeau, second by Bryan Corbett

Chapter Grant to Scholarship and Endowment Fund of \$5000.00 and \$5000.00

Motion by Alex Kashani, second by Jeanne Olivier

Chapter payment to NAC of \$500.00

Motion by Steve Adams, second by John Duval

All motions we considered and unanimously approved.

New Business:

- **AAAE Future Leadership** President Edwards and Bill Barkhauer reviewed the proposed changes to the leadership make-up of AAAE that take into consideration the need to retain the historic feature of the organization, and ensure diversity in the BOD and Executive Committee, while also realizing the mobility nature of the profession. The current NEC newsletter provides the details of the proposed changes. This issue will be further discussed at the next business meeting in Las Vegas.

Bill Barkhauer also reviewed the status of the AAAE/ACI-NA coordination/joint business arrangements that are being considered.

Other Business: Jeanne Olivier expressed concern that largely the Training Committee developed the AAAE ACE program without BOD understanding and the CM and AAE programs being watered down.

President Edwards thanked Jean Daily for her many years of support to the NEC and the general membership.

Motions Taken:

MOTION

- Buddy Comeau made a motion to accept the Washington D.C. Business Meeting Minutes as submitted.

SECOND

- Bryan Corbett seconded motion.

DISCUSSION

- None

VOTE

- In favor

MOTION

- Buddy Comeau made a motion to establish a one-time scholarship in the amount of \$150.00 to Farmingdale University to establish a student chapter.

SECOND

- Bryan Corbett seconded motion.

DISCUSSION

- None.

VOTE

- In favor.

MOTION

- Alex Kashani made a motion to establish a \$500.00 donation for the National Conference Student Scholarship.

SECOND

- Bob Bogan seconded the motion.

DISCUSSION

- Jeanne Olivier and Buddy Comeau stated they were opposed to supporting a scholarship due to the uncertainty of the award going to a NEC member, and that the

national organization's financial well-being was such that such a program could be supported at the national level.

VOTE

- Motion failed.

Adjournment:

MOTION

- Motion to adjourn was made by Buddy Comeau.

SECOND

- Bob Nowak seconded motion.

VOTE

- In favor