

Northeast Chapter, American Association of Airport Executives
46th Annual NEC/AAAE Conference
Portland, Maine

AGENDA

1. Welcome and Opening Comments to Members and Guests
2. Past President's Report
3. Vice President's Report
4. Treasurer's Report
5. Secretary's Report
6. Executive Secretary's Report
7. AAAE National Update
 - AAAE Board of Directors
 - Nominating Committee
 - Board of Examiners
8. Committee Reports
 - Academic Affairs
 - Annual Conference
 - ARFF Conference
 - Corporate Relations
 - IASS
 - Large Hub Winter Operations Conference
 - Membership Services
 - Research and Development
 - Scholarships, Internships and Grants
 - Site Selection
9. Old Business
 - AAAE Future Leadership Proposal
10. Other Business
 - AAAE ACE Training – Alex Kashani
11. Adjournment

DRAFT Minutes of AAAE Northeast Chapter DRAFT

Business Meeting

May 9, 2004

9:00 A.M. - 10:30 A.M.

Las Vegas, NV

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 wished Bill success and congratulations on his upcoming Chairmanship

President Edwards also recognized Jeanne Olivier, Bob Bogan, Mark Brewer and Steve Adams for their continued support of the NEC, and thanked them for their AAAE national efforts.

President Edwards introduced Jim Elwood to review the Greg Isbell Foundation. To date, the Greg Isbell Endowment Fund has issued over \$1 million in scholarships to AAAE family members. Jim thanked the NEC for the continued support of the Greg Isbell Foundation, and asked that the NEC consider increased support to the Foundation.

Detailed discussions took place on the benefits of the Greg Isbell Foundation, including the direct benefits NEC members have recognized over the years.

Motion made by John Duval to increase the NEC contribution to the Foundation by an additional \$10,000

Second by Fred Testa.

Discussion included concerns that reducing Chapter funds would be harmful to the Chapter, and though there was agreement that NEC members benefit from the fund, and that the NEC contribution to the fund should be increased, the \$10,000.00 was felt to be too much at the current time. Current Treasury Report shows a balance of \$85,277.00 and does not include IASS revenue, which is estimated to be over \$40,000.00. Because funds are returned to Chapter members, the fund is felt to be of great benefit to all members.

Amendment to motion made by Jeanne Olivier to revise contribution to \$5000.00

Second of amendment by Buddy Comeau.

Vote Failed

Second of original motion made by Mark Brewer

Vote approved. NEC will increase 2004 Contribution to the Greg Isbell Foundation to \$15,000.00

Todd Haupti and Tom Zoller from AAAE staff greeted the Chapter and thanked all for the continued efforts related to legislative, and regulatory affairs issues.

Past President's Report: Past President Al Graser reported the Past President meeting was held June 3 and 4, 2004 at Cape Code, with the primary agenda items including the review of the AAAE leadership

revisions, and allocations of Chapter funding activities. Also, in the very near future, notices calling for nominations to the Chapter Offices and Directors and National Board of Directors will be extended. NEC selections and recommendations will be forwarded on for action in Portland.

Vice President's Report: Vice President Kevin reported on the ACI/AAAE partnership and the AAAE leadership revisions and anticipated schedule.

Treasurer's Report: Treasurer Tom Rafter reported that the net worth of the chapter is now posted at \$85,277.00 as of June 16, 2004, and does not include IASS revenue.

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

Executive Secretary's Report: Executive Secretary Dick Williams reported that the membership is nearing 500 that includes 22 honorary members, with payment being received from 300 members to date, and no payment from 190. Dick reported that the NEC Newsletter is available at the Chapter Booth in the exhibit hall. Also, the AAAE leadership issues are detailed in the newsletter.

National Executive Board Update: Bill Barkhauer reported on the joint AAAE/ACI meeting that was attended by approximately 80 airport and organization representatives. Detailed discussion on TSA issues and grant schedules were agreed to be the most common ground and of significant importance to all participants.

Bill reported that the ACI/NA Board of Directors voted to not continue the efforts to consolidate the two organizations, but to continue the legislative affairs efforts, and continue to work together when advantageous, but to discontinue the "code share" discussion.

Mark Brewer thanked the NEC for the privilege of serving two terms on the national Board of Directors representing the Chapter. Mark also complimented Bob Bogan for his Board of Directors efforts, and wished Steve Adams well in his appointment.

President Edward congratulated Mark on his new position o CEO of the Rhode Island Airport Corporation.

National Nominating Committee: Steve Adams reported the following were recommendations of the Nominating Committee.

Steve Adams - National Board of Directors.

John Duval - National Secretary/Treasurer.

Bill Barkhauer – National Chair

Board of Examiners: Barbara Patzner reported that there was one oral exam scheduled to take place in Las Vegas, and encouraged airport staff members to become active in participating in the AAE process. Alex Kashani recommended that newly accredited members be recognized in the newsletter and at the annual conference.

Committee Reports:

- **Academic Affairs** –It was reported that the academic affairs committee has completed the information brochure and is now available, and that chapter contacts for student chapters has been established.
- **Annual Conference** - Jeff Schultes 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 is up and running. Jeff suggested that Portland hotel room reservations be made ASAP due to August being peak season. Jeff also thanked Debbie Wright and Paul McDonough for their efforts on the Sponsorship sub-committee.

- **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. Also, the outreach coordinator from the Okalahoma Memorial is expected to be a guest speaker. A ASOS will be scheduled for September 16-17 following the ARFF school, and ARFF school attendee will receive the same ASOS discount as the IASS attendees have received
- **Balchen/Post Awards** Dick Williams reported the past winners are listed in the newsletter.
- **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 Buddy Comeau** reported that the relocation to the Buffalo Hyatt allowed exhibitor booths to increase from 45 to 75, and that revenue to the Chapter is expected to approximately \$40-45,000.00. A special thanks is noted to the Buffalo airport staff and to Bob Stoner for his continued support.
- **Large Hub Winter Workshop** John Duval reported the 2005 conference is in Toronto starting July 18-20, with 100 participants expected. Bill Barkhauer commented on John's continuing support of the workshop and the related benefit to the NEC. Dick Williams commented that given the specialty nature of the workshop, that some pressure has been taken off the IASS and better allows the IASS to continue the hands on workshop that is so successful.

Al Graser reminded all that the 2005 conference is due to be at NEC airport/city.

- **Membership Services** Tom Rafter reported that membership is up to 498 with a few new corporate members. Dick William is coordinating the possibility of the AAAE national software package being available for use by Chapters for electronic payment opportunities.
- **Research and Development** Al Graser reported that the AAAE call for committee participation is critical and that the importance of committee review of drafts by a small number of airports is problematic. Increased participation is a must.
- **Scholarships, Internships and Grants** Vice President Dillon reported there was no change from the report in Buffalo.
- **Site Selection** Vice President Dillon reported the following:

ARFF Conference – in last of 2 option years and will vote on current interest at the Annual meeting in Portland.

IASS – Option for 05 is in Buffalo, with 06 being an equipment year. To date, Buffalo and Rochester has expressed interest in being the host city.

NEC Annual – 04 Portland, 05 Providence, 06 Manchester, 07/08 cities should let the selection committee know of their interest.

Old 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.

Bill Barkhauer commented that the Executive Committee wanted to make sure that all Chapters have a good feel and understanding of the proposed changes, and thanked the NEC for consideration and explanation of the proposed changes to the membership. It is expected that the Board of Directors will take action on the changes in the fall of 2004.

New Business:

- **George Bean Memorial.** President Edwards requested that a donation of \$100.00 be made to the Salesian Youth Center/Boys and Girls Club in the name of George Bean. George was a founding member of the NEC and served as NEC President in 1960-1961.
- Jeanne Olivier thanked Bill Barkhauer for his support to the NEC and congratulated him on his Chairmanship.
- Bill Barkhauer thanked the NEC for the continued support and recognized Jack Armor and Jerry Fitzgerald for their leadership and friendship.
- President Edwards thanked Mark Brewer for his four years of service on the Board of Directors and for representing the NEC.

Other Business:

None

Motions Taken:

MOTION

- Buddy Comeau made a motion to accept the Buffalo Business Meeting Minutes as submitted.

SECOND

- Jeanne Olivier requested that minutes be considered at Portland's Annual Conference

DISCUSSION

- None

VOTE

- To be conducted in Portland

Adjournment:

MOTION

- Motion to adjourn was made by Fred Testa.

SECOND

- Jeanne Olivier seconded motion.

VOTE

- In favor