



President

Leo V. Comeau, Jr., A.A.E.
Worcester, Massachusetts

Vice President

Alfred J. Graser, A.A.E.
New York, New York

Treasurer

Timothy J. Edwards, A.A.E.
West Lebanon, New Hampshire

Secretary

Kevin A. Dillon, C.M.
Manchester, New Hampshire

Past President

Jeanne M. Olivier, A.A.E.
Newark, New Jersey

AAAE Executive Committee

William G. Barkhauer, A.A.E.
Morristown, New Jersey

AAAE Directors

Robert L. Bogan, A.A.E.
Morristown, New Jersey

Mark P. Brewer, A.A.E.
Warwick, Rhode Island

Chapter Directors

Michael W. Bolton
Chicopee, Massachusetts

Michael D. Campbell, A.A.E.
Charlottetown, PEI, Canada

Barry J. Centini
WilkesBarre/Scranton, Pennsylvania

Bryan H. Corbett, A.A.E.
Boston, Massachusetts

Jeanne M. Daley
Marblehead, Massachusetts

Richard A. Horstmann, C.M.
West Chester, Pennsylvania

Fred H. Jaeger, A.A.E.
Nantucket, Massachusetts

Executive Secretary

Richard J. Williams, A.A.E.
e-mail: ewr103@optonline.net

NORTHEAST CHAPTER /AAAE CHAPTER BUSINESS MEETING QUEBEC CITY, QUEBEC August 19, 2001

Opening Remarks and President's Report.

President Jeanne Olivier opened the meeting at 10:14 a.m. by thanking Jacques Pelletier and Doris Angers from Aeroport de Quebec for all their hard work in organizing the conference.

Jeanne also welcomed Jim Kosloski, AAAE Chairman and Chip Barclay, AAAE President and thanked them for their attendance.

Jeanne thanked the conference sponsors and the Corporate Relations Committee for coordinating full sponsorship of the conference. Special thanks to Debra Wright for her dedicated commitment to the Chapter and for her work as Chairperson of the Corporate Relations Committee.

Jeanne also gave special thanks to John Duval for his years of dedicated service to the Chapter. Congratulations to Bill Barkhauer who now represents the Chapter on the AAAE Executive Committee. Congratulations to Bob Bogan who has been selected to serve on the AAAE Board of Directors and to Barbara Patzner who has been selected to serve as a Regional Examiner.

Vice President's Report.

Vice President Buddy Comeau offered several Chapter Resolutions for the membership to consider in preparation for the Business Meeting scheduled later in the week. Buddy read aloud the Resolution honoring President Olivier.

Past President's Report.

Immediate Past President Alex Kashani reported that the Council of Past Presidents meeting held in Annapolis, MD on June 7, 2001 was a success. Approximately 20 members attended.

Secretary's Report.

Secretary Edwards noted that the minutes from the April 22, 2001 and the May 20, 2001 Business Meetings were available for review and will be considered for approval at the August 21, 2001 Business Meeting.

Treasurer's Report.

Treasurer Al Graser reported that the Chapter account balance as of August 15, 2001 was \$90,603.03. An account balance report was made available to the membership. Al warned that various Chapter programs are having a larger than usual impact on the budget. Al made specific reference to the international outreach at the Snow Symposium, the increased cost to produce the newsletter and Chapter sponsored ASOS training at the Snow Symposium.

Al also reminded the membership that, at our next meeting, we will need a motion to approve the Chapters contribution to the AAAE Scholarship Fund and AAAE Foundation.

In reviewing the budget, Al noted that at year-end 2001 the total account balance should be approximately \$100,000 to \$110,000. This is \$10,000 less than we had available at year-end 2000. Buddy added that the Chapters money is being spent to support the membership.

Executive Secretary's Report.

Dick Williams reported that Chapter membership has never been higher and that dues payments are increasing. Dick also reported that the Chapter exhibit booth had problems clearing Canadian customs and has not yet arrived in Quebec City.

Committee Reports.

Before beginning the committee reports, Jeanne Olivier thanked all NEC Chapter committee members for their hard work and contributions to the Chapter.

Academic Relations Committee. Bill Hopper reported that approximately \$3,200 will be needed for the production of a brochure that will be distributed to the various academic institutions offering aviation management programs. The committee has completed a draft of the brochure and welcomes comments and input from the membership. The Committee will continue to maintain close contact with the National AAAE Academic Relations Committee.

Annual Conference Committee. Jacques first thanked everyone for attending the conference and thanked his staff. He reported to date we have 150 paid attendees and 240 members and guests scheduled to attend the dinner cruise.

ARFF Conference Committee. Brad Penrod was not in attendance. A report will follow at the next Business Meeting.

Balchen Post Awards Committee. Dick Williams reported that Balchen-Post Program was in good shape for next years Snow Symposium.

Corporate Relations Committee. Debra Wright handed out a written report summarizing the activities of the Committee (attached). Her goal to provide corporate sponsorships for all events had been accomplished. She commented that we should make money on this conference. She also expressed thanks to Josee, Doris, and Jacques for a job well done.

International Aviation Snow Symposium Committee. Bob Nowak reported that there were 570 attendees at the 2001 Snow Symposium, the most in any non-equipment year. The 2002 program is well underway. Do to an increase in the number first time attendees, greater detail will be included in the newsletter to help explain program. Bob spoke briefly about the two attendees from Poland. The program was determined to be successful but due the amount of time needed to coordinate the visit and the financial cost involved, Bob recommended the Chapter consider offering the program only during equipment years.

Financially, the IASS has already returned \$15,000 to the Chapter and another \$4,000 check was recently handed to the Treasurer. Approximately \$5,400 remains outstanding. Total IASS profit to the Chapter should be approximately \$30,000.

Membership Services Committee. Kevin Dillon reported the Chapter currently has 507 members. There are a total of 36 Canadian members (7% of total). The committee will now focus its attention on collecting outstanding dues. Congratulations from Jeanne Olivier for a job well done.

Newsletter Committee. Steve Williams recognized the new and improved newsletter format from Creative Force. So far, comments from Chapter membership have been positive. He is still looking for more input from the membership and needs a balance of information from both large and small airports. The cost to produce the newsletter is now \$5,000 per issue with an objective of 4 issues per year. The Executive Committee must decide if the production costs are acceptable. Dick Williams also emphasized the need for input from the membership. He reminded us that the cost to produce the old newsletter was only \$3,000.

Research and Development Committee. Pam was unable to attend the conference. A written committee report was available at the front of the room (attached).

Scholarship and Grants Committee. Bill Smith reported that the NEC/AAAE Russ Hoyt NEC Annual Conference Grant was awarded to David Dinneen from Mansfield, MA. Due to the fact that the Chapter received no applications for the Snow Symposium Grant, Bill requested that the membership consider a motion to increase the number of 2001 ARFF school grants from one to two. A motion will be considered at the Business Meeting scheduled later in the week.

Site Selection Committee. Cecil Sutton reminded everyone that Atlantic City will be the site for the 2002 NEC Conference and Washington, DC has been selected for 2003. The Committee is looking at Portland, ME for 2004. The Committee will visit Portland in mid September to discuss the conference. The committee is now looking for hosts for 2005 and beyond.

Training and Outreach Committee. Bob Bogan is working to schedule a media training session with the Mass. Airport Managers Association. Other efforts have proven to be too costly for the attendees. He is still working to bring down the costs. He will also try to coordinate a training session with the Pennsylvania Airport Managers Association and the New York association.

Bob also spoke to encourage those members who are currently in the AAE accreditation program to complete the process. He introduced Steve Korta from Bradley International who was the only member of the Chapter to complete the accreditation process this year.

Jim Kosloski was recognized and spoke to support his program to increase the number of AAE members. Jim referenced his incentive program. All members receiving accreditation between the New Orleans Conference and the Dallas Conference will be eligible for a drawing to win a trip to the Aviation Issues Conference held in Hawaii. AAE will also introduce a new AAE management paper workshop to be held later this year in Washington, D.C.

To conclude, Jeanne Olivier referenced the NEC Accreditation Incentive Grant. She added that the management paper must be complete to be eligible for the grant.

Nominations for 2001 – 2002 Chapter Officers.

Alex Kashani reported that the annual nominating call went out to Chapter members in early June. 4 members applied and 2 finalists are being considered to fill the Executive Committee position. The finalists were Brad Penrod from Pittsburgh International Airport and Kevin Dillon from Manchester, NH. The committee will make its recommendation at the next Business Meeting.

Large Hub Winter Operations Workshop Proposal.

Jeanne Olivier referenced a proposal from AAE titled: Memorandum of Understanding for Joint AAE and the Northeast Chapter Large Hub Winter Operations Conference.

AAE believes that there is sufficient market for this program and it will continue. AAE has offered to partner with the Chapter and to evenly split the proceeds from the conference with the Chapter. The Chapter will have significant input into the development of the program and will appoint the chairperson. Buddy, Jeanne, Bob Nowak, Bill Barkhauer, and the IASS Committee have reviewed this proposal and will recommend acceptance.

Humanitarian Grant.

Jeanne Olivier proposed the Eagle Flight Squadron of East Orange, NJ as the recipient of this years Humanitarian Grant. Eagle Flight Squadron, established in the mid-1970's, provides flight training to inner city kids interested in aviation. 200 graduates have gone on to become commercial pilots and others have gone on to become airport managers. The total amount of the NEC grant will be \$1,000. Jeanne showed a news video highlighting the accomplishments of the squadron and its founder. Membership approval followed on August 21, 2001.

Other Business.

Marshall Stevens provide details regarding the conference mentoring program. The program was organized by Marshall and Steve Williams. Ribbons were available at the conference for all new attendees to wear and a dinner was scheduled for later in the week.

Jim Koslosky, A.A.E. discussed AAE's involvement the Expedited Airport System Enhancement (EASE) program that was recently presented to congress. The focus of the program is to identify the top 4 or 5 airport capacity issues and to develop specific strategies to address the problem.

Chip Barclay thanked the Chapter for all its support to the AAE .

Adjournment.

A motion to adjourn was made by Earl Crouse and seconded by Dave Edwards. The meeting adjourned at 11:20 a.m.

Northeast Chapter American Association of Airport Executives
 Business Meeting ¹⁰
 Sunday, August 19, 2001, 9a.m.

Bienvenue! Welcome!

Attendance Sheet

Buddy Comrau
 Bill Barkhauer
 Phil Crum
 TOM LONG
 EARL CROUSE
 Michael Deletetsky
 Steve Korte
 David Edwards
 BOB NOWAK
 Marshall Stevens
 Yakov Kurlik
 Tom Ruffo
 Bill Smith
 ALFRED TESTA JR.
 Jeanne DeLong
 Bob Wheeler
 Bill Harper
 STEVE ADAMS
 TIM EDWARDS
 BOB BOGAN
 MARK BLEWIS
 Stephen Williams
 Bob Nicholas

Mass port
 Morristown
 JFK - PARNY
 Pittsburh INTL
 MWAH - DCA
 Oest Associates
 BRADLEY INTL
 RIAC (POD)
 BUFFALO
 Fred Bennett Memorial Airport
 Buffalo Niagara Int'l Airport
 AC AIRPORT
 Phila Int'l Airport
 HARRISBURG INTERNATIONAL
 AT&T
 Veruca
 Penn
 MANCHESTER AIRPORT
 LEB
 MMU
 FVD
 Republic Airport
 ITHACA REGIONAL AIRPORT

**CHAPTER BUSINESS MEETING
QUEBEC CITY, QUEBEC
August 21, 2001**

President Olivier opened the meeting at 2:25 p.m.

Approval of Minutes.

A motion to approve the minutes from the May 20, 2001 Business Meeting in New Orleans was made by Fred Testa and seconded by Bill Smith. A motion to approve the minutes from the April 22, 2001 Business Meeting in Buffalo was made by Bob Nowak and seconded by Fred Testa. Both motions were approved unanimously.

Treasurers Report.

Al Graser repeated his comments made during the August 19th Business Meeting. The account balance at year-end 2001 will be between \$100,000 and \$110,000. The account balance at year-end 2000 was \$116,000.

A motion to accept the budget report was made by Steve Adams and seconded by Bill Barkhauer. The motion passed unanimously.

Vice President's Report.

Vice President Comeau presented several Chapter Resolutions for the membership to consider. A motion to accept was made by Mark Brewer and seconded by Steve Adams. The motion passed unanimously.

A discussion followed regarding the Snow Symposium ASOS program. Buddy would like to consider another session for 2002. Any future commitment from the Chapter will depend on the budget at year end. Bob Nowak recommended that the Chapter consider a small fee for participation. Fred Testa recommended \$100.

A motion to authorize the Executive Committee to investigate ASOS training to be held in conjunction with the Snow Symposium was made by Steve Adams and seconded by Bob Bogan. The motion passed unanimously.

Scholarships and Grants.

Committee Chair Bill Smith reminded the membership that we currently have two qualified applicants for the NEC ARFF Grant. A motion to increase the ARFF Grant program from one to two participants was made by Bill Smith and seconded by Fred Testa. The motion passed unanimously.

Humanitarian Grant.

Jeanne Olivier asked the membership to consider awarding the 2001 Humanitarian Grant to the Eagle Flight Squadron. Eagle Flight emphasizes academic achievement through disciplined flight training. A motion to award the Humanitarian Grant to Eagle Flight Squadron was made by Steve Adams and seconded by Dick Williams. The motion passed unanimously.

Tom Rafter asked Jeanne for the name of a contact person at Eagle Flight so he could ask them to speak at the Atlantic City conference.

AAAE Scholarship Foundation.

Jeanne Olivier reminded the membership that the Chapter needs to appropriate funds for the AAAE Scholarship Foundation. A motion to authorize the Chapter to contribute \$5,000 to the Scholarship Endowment to be matched by a \$5,000 Chapter donation to the AAAE Scholarship Fund was made by Dave Edwards and seconded by Mark Brewer. The motion passed unanimously.

2002 National Airports Conference.

A motion to approve a \$500 donation to the National Airports Conference was made by Dave Edwards and seconded by Tom Rafter. The motion passed unanimously.

Large Hub Winter Operations Workshop.

There was a discussion regarding the Chapters endorsement of the large hub winter operations workshop. Jeanne Olivier referenced the Memorandum of Understanding between AAAE and the Chapter that was

discussed in-depth at the August 19th Business Meeting. She stated that the Chapter would sign a two-year contract with the AAAE, the Chapter would have the authority to appoint the Conference Chair and that the profits would be shared 50-50 with the Chapter.

Bob Nowak added that the Snow Symposium Committee had concerns about the workshop but thought it was best to work with the AAAE.

A motion to authorize the Executive Committee to negotiate with the AAAE under the terms outlined in the Memorandum of Understanding for Joint AAAE and the Northeast Chapter Large Hub Winter Operations Conference and to co-sponsor the Winter Workshop was made by Mark Brewer and seconded by Dick Williams. An amendment to the motion was made by Bob Bogan to authorize the Executive Committee to begin working with the AAAE and to appoint a conference committee within the next 30 days. The original motion as amended passed unanimously.

Nominating Committee.

Alex Kashani made the following Nominating Committee recommendations:

Executive Committee

President	Leo V. (Buddy) Comeau
Vice President	Al Graser
Treasurer	Tim Edwards
Secretary	Kevin Dillon
Immediate Past President	Jeanne Olivier

Chapter Directors

Mike Bolton
Barry Centini
Jeanne Daley
Richard Horstmann
Fred Jaeger
Bryan Corbett
Michael Campbell

A motion to accept the slate of officers was made by Steve Adams and seconded by Mark Brewer. The motion passed unanimously.

After the vote, Alex stated that the NEC Nominating Committee would like to make a “strong recommendation to the NEC representative to the AAAE Executive Committee that we continue to build a strong pool of candidates to be nominated to the national chairs”.

Alex added that the Chapter will make a nominating call next year to encourage interested members to join the NEC Board of Directors.

Currently the Chapter has only two members who are qualified to serve on the AAAE Executive Committee. Applications for appointment to the AAAE Board of Directors will be considered at the next Business Meeting (IASS Buffalo).

Closing.

Jeanne Olivier offered special thanks to John Duval who has served the Chapter well for many years in many leadership positions, most recently as the Chapter representative to the AAAE Board of Directors. Also thanks to Jim Kosloski for attending the Conference.

Adjournment.

A motion to adjourn was made by Bill Smith and seconded by Dick Williams. The meeting adjourned at 3:05 p.m.

Conference
Quebec City, Canada

2nd Meeting Messaget

Buddy Comeau
Cecil SUTTON
BOB NOWAK
STEVE ADAMS
BOB BOBAN
Stephen D. Williams
MARC C. CHAMPIGNY
Mike Campbell
William WEIBRECHT
DAVID Y. DINNEEN
GEORGE NOBLE
Marshall Stevens
Kevin Sullivan
KEVIN DILLON
BILL BARETHAUSER
Jim Koscosky
David Edwards
James D. Kelleher
Steve Korta
BILL HOPPER
BOB NICHOLAS
Richard HERSTMANN
Brad Perrod
TOM LONG
Deb WRIGHT
Paul McDONOUGH
Jeanne Daley
MARK BREWER
ALFRED TESTA JR
William Smith

MYSLIK, INC
BUFFALO
MANHASTEE
MMU
Republic Airport
New York State Airport
Charlottesville PA
MANHATTAN VINEYARD - NY
MANFIELD MUNICIPAL AIRP
Pittsfield Municipal
Floyd Bennett Memorial Airport
PWN
MHT
MORRISTOWN
AAAE
RIAC

Quebec Airport

Bradley International Airport
Perry International Airport
ITHACA REGIONAL AIRPORT
Edwards + Kelcey
Allegheny County Airport
Pittsburgh Intl Airport
VERIZON
ANTB Corporation
AT + T
PVD AIRPORT
HARRISBURG INTERNATIONAL APT.
Phila. INT'L APT.

8-21-01

Tom Rafter

Tim Edwards

Al Graser

Jeanne Olivier

Alex Kashani

ATLANTIC CITY INT'L AIRPORT

—	JFK
—	EUR
—	MWTA