

AGENDA
Northeast Chapter/AAAE
Business Meeting
Philadelphia, PA
Sunday, June 14, 2009
9:00 AM – 10:15 AM

- I. Welcome & Opening Comments

- II. Executive Committee Reports
 - Past President's Report
 - Treasurer's Report
 - Executive Secretary's Report
 - Vice President's Report
 - Secretary's Report

- III. National Board Update

- IV. National Nominating Committee

- V. Board of Examiners

- VI. Committee Reports
 - Academic Relations
 - ARFF Conference
 - Balchen/Post Awards
 - IASS
 - Large Hub Winter Ops
 - Site Selection
 - Annual Conference
 - Audit
 - Corporate Relations
 - Membership Services
 - Scholarships & Grants
 - Web Site

- VII. New Business
 - a. Memorial Ideas for Bryan
 - b. Tribute to Bob Nowak
 - c. Large Hub/Deicing Conference Issues
 - d. Scholarship Funds
 - e. Other new business

- VIII. Adjournment

**Minutes of the
Northeast Chapter/AAAE
Business Meeting
Philadelphia, PA
June 14, 2009**

- I. President Marshall Stevens opened the meeting and welcomed members. The meeting began with a brief tribute to Bryan Corbett. President Stevens also mentioned that Russ Maguire, Director for the Norwood, MA Airport has been appointed to the Board of Directors of the NEC. President Stevens also mentioned that per the bylaws, he has selected Russ Maguire of Norwood, MA to replace Bryan Corbett on the NEC Board of Directors until the membership can vote on a permanent replacement at the NEC Annual Conference in Baltimore. Russ is a good fit being that a majority on the Board must be from Massachusetts and also considering that Russ manages Norwood Airport, which is where Bryan was chair of the airport authority President Stevens also updated the membership that Paul McDonough's health is improving.

- II. Executive Committee Reports
 - A. **Past President's Report-** Past President Bill Hopper reported that the Past President's meeting was held on 5/29/2009 on Cape Cod. Topics discussed included Chapter finances, current economic challenges, and the national nominating committee for the BOD. Past President Hopper has issued a call for chapter officer nominations. Applications are due July 31st. The next Past President's meeting will be in Hershey PA.
 - B. **Vice President's Report-** Vice President Steve Korta reported he looks forward to continuing as a Chapter Officer and his upcoming role as president. VP Korta mentioned he is concerned about his employer's continuing support of his time and travel in service to the Chapter. John Duval made a motion to allow the Chapter some flexibility to adjust travel the policy based on specific circumstances. The suggested wording is as follows "in the exceptional event the President's employer will not support travel to these events the President may be reimbursed up to an additional \$3,000 for expenses incurred. The motion was seconded by Bill Barkhauer. The motion passed.
 - C. **Treasurer's Report** – Treasurer Al Pollard reported the Chapter received \$18K in revenue. The revenue projection for the IASS is between \$20,000 - \$25,000. A motion was made by Alex Kashani and seconded by Bill Smith to accept the Treasurer's report.
 - D. **Secretary's Report-** Secretary Rebecca Hupp presented the minutes for the meeting held 4/26/2009 in Buffalo. A motion to accept the minutes with minor corrections was made by Alex Kashani and seconded by Bill Smith.
 - E. **Executive Secretary' Report-** Dick Williams reported that the web site is up and running. There are 180 members who still have not paid dues.

During the meeting, AAAE Chair, Jim Elwood addressed the group. He stated that he had enjoyed the time in Philadelphia and working with the Chapter. AAAE- Todd Hauptli, AAAE Senior Executive Vice President requested that members consider donating to AAAE's Good Government Political Action.

- III. **National Board Update** - Alex Kashani provided an update on the FAA Reauthorization Bill, ARFF legislation, TSA funding for inline baggage systems, the Clean Water Act; Security Directives and TSA's Ops playbook/spot program. He also reported that the FAA-SMS program implementation has been delayed to 2010. He also reported on the cap & trade CO2 bank proposal. Finally, there is an FAA mandate for bird-strike and wildlife assessments mandate. AAAE dues will increase from \$225 to \$275.
- IV. **National Nominating Committee** - Steve Adams is the Chapter's representative to the nominating committee. The Chapter confirmed support of Mark Brewer for nomination to the Chairs. Bill Hopper will replace Alex Kashani as one of the Chapter's regional seats for the AAAE Board.
- V. **Board of Examiners** - Tim Edwards reported that there are eight new accredited members within last year (Accredited members have increased from 386 to 433 since the change in the program.) Mr. Edwards thanked those who served on accreditation panels, especially the members from Philadelphia as they have served on 5 of 8 panels. John Duval reported that the Executive Committee voted to authorize one additional at large BOE if work load increases.
- VI. **Committee Reports**
 - A. **Academic Relations** - Andrew Pomeroy reported that up to 5 students can attend the NEC Conference in Baltimore in exchange for working/helping at events. At the time of the meeting, Mr. Pomeroy had not received any responses. Students attending the annual conference in Philadelphia may be good candidates.
 - B. **Annual Conference** - Save the date cards for the conference were mailed and handed out at the meeting. So far 225 room nights (out of 550) have been reserved. A review of conference highlights include an overview of the ACRP, lessons learned from aircraft incidents, weathering difficult economic times, green initiatives, and a Washington update.
 - C. **ARFF Conference** – The website is available for registration and process has been automated. The next conference will be September 21st-25th and the Committee expects 60 attendees (30 basic and 30 advance).
 - D. **Audit Committee** – The Committee continues to review finances and review conflict of interest statements and reimbursement requests.
 - E. **Balchen/Post** - Awards packages will be submitted electronically next year. This will simplify the process for all those involved.

- F. **Corporate Relations** – Ms. Debra Wright is finalizing sponsorships from last year. Mr. John Duval informed the members that AAAE National will be mailing ballots to members to vote to allow two (additional) board members to be corporate members. There will be a corporate committee that will make a nomination to the board. They will not vote on accreditation issues.
- G. **IASS** - Bob Nowak has retired. The Committee is now chaired by Tom Dames. The last meeting was very well attended.
- H. **Membership Services** - Bill Smith reported there are currently 452 members of the Chapter. There are 180 members that have unpaid dues.
- I. **Large Hub Winter Ops** – The next conference will be July 19-21 in Detroit.
- J. **Scholarships & Grants** - ^{Melinda} ~~Melissa~~ Montgomery was not in attendance but submitted a report for the memberships review.
- K. **Site Selection**-Bryan Corbett chaired the site selection committee which selected Buffalo as the location of the IASS for 2011-2015. Burlington, VT has been selected as the location for the annual conference for 2010. The Committee is evaluating two properties which could serve as the host hotel. Both the Hilton and the Sheraton have advantages and disadvantages.
- L. **Website** - Alex Kashani reported there are no changes or updates.

VII. - New Business

- A. **Memorial Suggestions** - President Stevens suggested various memorial ideas in remembrance of Bryan Corbett. One suggestion was to name a Chapter Scholarship in his honor. Another suggestion was to engrave bricks at N.H. Aviation museum (there are 5 available).
- B. **Tribute to Bob Nowak** – The recommendation was made to name the IASS Scholarship in his honor.
- C. **Large Hub/Deicing Conference Issues** – Traditionally this conference has been held in Washington DC. John Duval noted that ACI is partnering with ATA for similar conference in direct competition with AAAE. Therefore it may make sense to combine the deicing conference with the large hub conference. There may be some concern regarding competition with IASS. Jerry Fitzgerald reminded the group that the Deicing Conference originated from IASS conference 20 years ago following an aircraft accident at LaGuardia because there were no regulations on a/c deicing hold times. Bill Barkhauer suggested that it would be better for the Chapter to be involved in the development of the conference and part of process. Bill Smith offered that offering topics on deicing as part of large hub conference would expand the appeal of that conference. He also suggested IASS does not deal with deicing issues.
- D. **Scholarship Funds** – Historically the NEC has matched AAAE scholarship awards. Last year, the Chapter did match the scholarships but is considering not providing a match this year due to limited available resources. It was suggested that the Chapter wait until August for final

decision when there is more definitive information available on the Chapter finances. Bill Barkhauer suggested checking with IASS regarding revenue generated from IASS a little earlier so that information is available sooner to make decision.

- E. **Other New Business** - Bill DeCota of the Port Authority of New York and New Jersey made a brief presentation to the group on the FAA's Next Generation Air Transportation System, or NextGen. He stated that strong public support is critical to achieving immediate action on NexGen and urged members to join the *National Alliance to Advance NextGen*. There is no cost to join. More information is available at www.panynj.gov/NextGenNow.

VIII. Adjournment

**NORTHEAST CHAPTER AAAE
FINANCIAL REPORT
JUNE 9 - 2009**

REVENUE	2006 ACTUAL	2007 ACTUAL	2008 ACTUAL	2009 YTD	2009 BUDGET
DUES	\$18,775	\$18,090	\$17,450	\$9,430	\$18,000
ANNUAL CONFERENCE	\$18,023	\$108,543	\$24,705		\$40,000
PHL ADVANCE					
IASS	\$26,000				\$25,000
LARGE HUB	\$52,508	\$24,139	\$49,501		\$22,000
ARFF	\$10,167	\$18,821	\$7,904	\$9,242	\$15,000
OTHER	\$774	\$1,142	\$42	\$17	\$1,000
TOTAL	\$126,247	\$170,735	\$99,602	\$18,689	\$121,000
 EXPENSES					
SCHOLARSHIPS/GRANTS	\$20,505	\$21,350	\$25,133		\$20,000
AAAE PAYMENTS			\$6,255		
SPONSORSHIPS	\$22,000	\$26,000	\$6,500	\$1,500	\$20,000
ASOS	\$5,000	\$10,000	\$10,000		\$10,000
ADMIN	\$9,730	\$11,466	\$5,778	\$1,505	\$10,000
TRAVEL	\$14,946	\$17,600	\$23,372	\$2,514	\$17,000
NEWSLETTER	\$10,200	\$15,433	\$17,602		\$10,000
CONFERENCE EXPENSES	\$9,331	\$14,200	\$12,379		\$10,000
EXECUTIVE SECRETARY	\$12,000	\$12,000	\$12,000	\$6,000	\$12,000
WEBSITE MAINTENANCE		\$8,894	\$6,124	\$4,333	\$3,000
MEALS	\$3,246	\$2,757	\$12,416		\$3,000
MISCELLANEOUS	\$3,005	\$3,300	\$815	\$4,786	\$3,000
SPECIAL ONE TIME 2008					
AUDIT			\$6,000		
50TH ANNIVERSARY			\$12,411		
NEW WEBSITES			\$10,300		
ADVANCE TO PHILADELPHIA			\$25,000		
ADVANCE TO BALTIMORE			\$5,000	\$500	
TOTAL	\$109,963	\$143,000	\$197,085	\$21,138	\$118,000
 CHANGE	 \$16,284	 \$27,735	 -\$104,845	 -\$1,546	
CASH ASSETS	\$143,053	\$170,788	\$65,943	\$64,397	

