

**NEC/AAAE CHAPTER BUSINESS MEETING MINUTES**

**BURLINGTON, VT**

**AUGUST 15, 2010**

President - Steve Korta, A.A.E.  
Vice President – Al Pollard, A.A.E.  
Treasurer – Rebecca Hupp, A.A.E.  
Secretary - Wayne S. Pennell, C.M.  
Immediate Past President – Marshall Stevens, A.A.E.  
Executive Secretary - Dick Williams, A.A.E.

The meeting convened at 1030. The following items were discussed:

**1. Welcome and Opening remark:**

Steve Korta welcomed all NEC members and guests.

**2. Executive Committee Reports:**

• **Past President: Marshall Stevens**

Past Presidents meeting was held in Hershey and the attendees discussed the site selection for future Annual Conference. Marshall Stevens was asked to Chair the Nominating Committee for this year along with Bill Hopper and Brad Penrod. There where a total of four applications received this year.

• **Vice President report: Al Pollard**

Five resolutions were presented; Thank Sponsors and Angels, Sheraton Hotel, Burlington conference team (Brian Searles, Bob McEwing and Tamara Gagne), President Korta and John Duval for National Chair. Request made to read the resolution for President Korta. Motion to accept made by Jeanne OLivier. and seconded by David Edwards.

• **Treasurers Report: Rebecca Hupp**

NEC has established an account for the Sno Po. Question was presented regarding the miscellaneous expenses, it was explained that the Chapter bought a computer. With the transition each year, the EC decided to buy a computer for the Treasurer position. Motion to accept by Buddy Comeau; Jeanne Olivier inquired as to the expectation of the Chapter financially? Discussions regarding the ARFF Conference, donations to AAAE National, future participation in scholarships and the possible need for “seed” money for future Annual Conference hosts.

Motion to approve by Buddy Comeau., seconded by Alex Kashani.

• **Secretary’s report: Wayne Pennell - No Report**

Jeanne Olivier asked for financials to be attached to past minutes

• **Executive Secretary’s Report –Dick Williams**

Chapter continues to refine the in house web site and IT services. There is a continuous need for volunteers to assist with collecting dues and performing other associated duties.

**3. National Board Update:**

The minutes from the last meeting reflect the update. There will be additional legislative info after the National Airport Conference.

**4. National Nominating Committee: Bill Barkhauer**

Mark Brewer is the newest member, Mark Gale is the "at large"

**5. Board of Examiners: Tim Edwards**

There are now 433 AAE's, this is the highest in history. The new modules are completed and published. There is one accreditation interview scheduled for this conference.

**6. Committee Reports:**

**Academic Relations Andrew Pomeroy**

President Steve Korta welcomed the student guests from New York College. Andrew thanked Scott McMahon for assisting with the recruitment of the students.

**ARFF Committee Nino Sapone**

Brad Penrod briefed for Nino, Sept 20-24<sup>th</sup>, we are working thru on-line registration issues; we currently have only 3 individuals registered.

**Audit Committee Buddy Comeau**

The committee (Wayne Pennell and Jerry Fitzgerald) audited the Snow Symposium account, numerous suggestions were made in regards to the records and budgeting process. These suggestions will be reviewed.

**Balchen/Post Awards Alex Kashani**

56 applications for the past season; the application is now in an electronic format.

**Conference Site Selection Marshall Stevens**

Atlantic City has committed to sponsor the Annual Conference for 2011; the Site Selection Committee visited the hotel and ratified a contract. Many changes have been made to the local Atlantic City area and the committee is pleased with the progress. Dates Aug 13-17<sup>th</sup>, the hotel is a "non-casino" hotel.

**Snow Symposium Tom Dames**

The committee recognizes the importance of the revenue to the NEC

**Membership Services Bill Smith**

No report

**Corporate Committee Debbie Wright**

No report

**Scholarships/Grants Melinda Montgomery**

No report

**LHWO Conference Wayne Pennell**

Wayne Pennell briefed on the attendance and the continuous struggle to get attendees to all conferences

**2010 Annual Conference Steve Korta**

August 14 – 18<sup>th</sup> in Burlington, VT. President Korta thanked Tamara Gagne and Bob McEwing.

**NEC Web Page Alex Kashani, Marshall Stevens**

Alex Kashani thanked Dale Wilde for all of her help with the membership drive

**7. Old Business:**

**8. New Business:**

Dick Williams briefed on the purchase of the new bricks at the NH Museum  
Motion to adjourn seconded by Tim Edwards.

**NORTHEAST CHAPTER AAAE  
FINANCIAL REPORT  
14-Aug-10**

<b>REVENUE</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 ACTUAL</b>	<b>2010 YTD</b>	<b>2010 BUDGET</b>
DUES	\$18,090	\$17,450	\$17,630	\$12,905	\$18,000
ANNUAL CONFERENCE	\$108,543	\$24,705	12,240		\$40,000
ANNUAL CONF ADVANCE					
IASS			\$20,000	\$14,763	\$25,000
LARGE HUB	\$24,139	\$49,501	\$16,488.75	\$10,690	\$22,000
ARFF	\$18,821	\$7,904	\$14,562		\$15,000
OTHER	\$1,142	\$42	\$20.54	\$6	\$1,000
<b>TOTAL</b>	<b>\$170,735</b>	<b>\$99,602</b>	<b>\$80,941</b>		<b>\$121,000</b>
 <b>EXPENSES</b>					
SCHOLARSHIPS/GRANTS	\$21,350	\$25,133	\$0.00	\$0.00	\$0.00
AAAE PAYMENTS		\$6,255	\$0.00		\$0.00
SPONSORSHIPS	\$26,000	\$6,500	\$1,500	\$1,500.00	\$20,000
ASOS	\$10,000	\$10,000	\$10,000	\$8,000.00	\$10,000
ADMIN	\$11,466	\$5,778	\$1,833.59	\$2,655	\$10,000
TRAVEL	\$17,600	\$23,372	\$16,567.18	\$13,868	\$17,000
NEWSLETTER	\$15,433	\$17,602	\$7,000.00	\$1,100.00	\$10,000
CONFERENCE EXPENSES	\$14,200	\$12,379	\$12,118.32	\$5,867	\$10,000
EXECUTIVE SECRETARY	\$12,000	\$12,000	\$12,000	\$8,800	\$12,000
WEBSITE MAINTENANCE	\$8,894	\$6,124	\$6,528.80	\$3,660	\$3,000
MEALS	\$2,757	\$12,416	\$2,941.24	\$1,529	\$3,000
MISCELLANEOUS	\$3,300	\$815	\$2,610.70	\$4,786	\$3,000
 <b>TOTAL</b>	 <b>\$143,000</b>	 <b>\$138,374</b>	 <b>\$73,100</b>	 <b>\$51,765</b>	 <b>\$98,000</b>
 <b>CHANGE</b>	 \$27,735	 -\$104,845	 -\$14,791	 \$21,738	
<b>CASH ASSETS</b>	<b>\$170,788</b>	<b>\$65,943</b>	<b>\$51,152</b>	<b>\$87,681</b>	

**NEC/AAAE CHAPTER BUSINESS MEETING MINUTES**  
**BURLINGTON, VT**  
**AUGUST 17, 2010**

President – Al Pollard, A.A.E.  
Vice President – Rebecca Hupp, A.A.E.  
Treasurer – Wayne S. Pennell, A.A.E.  
Secretary – Scott McMahon, A.A.E.  
Immediate Past President – Steve Korta, A.A.E.  
Executive Secretary - Dick Williams, A.A.E.

The meeting convened at 1445. The following items were discussed:

**1. Welcome and Opening remark:**

Steve Korta welcomed all NEC members and guests, and the reading of a resolution to the Sheraton Hotel and Conference Center, by Al Pollard. A request was made to approve the minutes of the past 3 meetings, motion by Alex Kashani, seconded by Dave Edwards.

**2. Executive Committee Reports:**

No report

• **Past President: Steve Korta**

No report

• **Vice President report: Rebecca Hupp**

No report

• **Treasurers Report: Wayne Pennell**

No report

• **Secretary's report: Scott McMahon**

**No Report**

• **Executive Secretary's Report –Dick Williams**

**3. National Board Update:**

Regional Position (Bill Hopper) Marshall Stevens motion, seconded by Tim Edwards  
At Large Position (Anne Crook) Marshall Stevens motion, seconded by Bob Bogan.  
Motioned passed.

**4. Nominating Committee: Marshall Stevens**

The nominating committee consisting of Marshall Stevens, Brad Penrod and Bill Hopper proposed that the slate of officers for the coming year consist of: Al Pollard AAE, President; Rebecca Hupp AAE, Vice Present; Wayne Pennell AAE, Treasurer; and for the vacant position of secretary Scott McMahon AAE.

With the first three officers advancing from their current position on the chapter's Executive Committee Upon the motion and seconded by Tom Rafter and the vote of those present, Scott McMahon of Morristown, NJ was approved to fill the vacant position of Secretary and complete the slate of officers for the coming year.

**5. Board of Examiners: Tim Edwards**

Wayne Pennell passed the accreditation interview

**6. Committee Reports:**

**Academic Relations:** Andrew Pomeroy

No report

**ARFF Committee** Nino Sapone

No report

**Audit Committee** Buddy Comeau

The committee (Wayne Pennell and Jerry FitzGerald) audited the Snow Symposium account, numerous suggestions were made in regards to the records and budgeting process. These suggestions will be reviewed.

**Balchen/Post Awards**

No report

Alex Kashani

**Conference Site Selection**

No report

Marshall Stevens

**Snow Symposium**

No report

Tom Dames

**Membership Services**

No report

Bill Smith

**Corporate Committee**

No report

Debbie Wright

**Scholarships/Grants**

No report

Melinda Montgomery

**LHWO Conference**

No report

Wayne Pennell

**2010 Annual Conference**

Steve Korta

Past President Korta thanked Tamara Gagne and Bob McEwing. Over 350 attendees at BVT, Debbie Wright briefed on the positive logistical situation voiced by the vendors.

**NEC Web Page**

Alex Kashani

Marshall Stevens

**7. Old Business:**

Dick W. motioned to sponsor the Aviation Museum in the name of the Chapter for \$1000, seconded by John Duval. Motioned passed.

**8. New Business:**

Motion to adjourn by Steve Korta, seconded by Tom Rafter.

**AGENDA**  
**Northeast Chapter/AAAE**  
**Business Meeting**  
**Burlington, VT**  
**August 15, 2010**  
**10:30 AM – 11:30 AM**

- I. Welcome
- II. Executive Committee Reports
  - Past President's Report
  - Treasurer's Report
  - Executive Secretary's Report
  - Vice President's Report
  - Secretary's Report – Approval of Minutes
- III. National Board Update
- IV. National Nominating Committee
- V. Board of Examiners
- VI. Committee Reports
  - Academic Affairs
  - ARFF Conference Audit
  - Balchen/Post Awards
  - IASS
  - Large Hub Winter Workshop
  - Site Selection
  - Annual Conference
  - Audit
  - Corporate Relations
  - Membership Services
  - Scholarships & Grants
  - Web Site
- VII. Old Business
- VIII. New Business
- IX. Call for Recess