

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
General Membership Meeting
Salon III-IV | DoubleTree by Hilton Sonoma
Tuesday, July 12, 2022 | 12:00 p.m. – 1:00 p.m.

MEETING MINUTES

1. Call to Order and Verification of Quorum
 - a. President Rubio called the meeting to order at 12:03 p.m. after verifying quorum and recognized conference sponsors.
 - b. President Rubio amended the meeting agenda to move “Election of 2022-2023 Officers and Directors” from agenda item #4 to #3.
2. Accept Minutes from the General Membership Meeting held on January 25, 2022 at the Monterey Plaza in Monterey, CA
 - a. **ACTION:** Mark Witsoe made a motion to approve the minutes as presented. Jennifer Maples seconded the motion, which passed unanimously.
3. Election of 2022-2023 Officers and Directors
 - a. Immediate Past President and Nominating Committee Chair Ross reported this is the time the membership elects the Directors and Corporate Directors; candidates addressed the audience.
4. President's Report
 - a. President Rubio reported the Executive Committee and Board of Directors had an active year with the continuation of monthly coffee breaks, three education sessions and two successful conferences. Rubio recognized AAAE Nominating Committee Representative Jon Stout and AAAE BOE Representative Rosalyn Bond for all of their work with AAAE, the DEI Committee for their efforts and frequent emails to membership, the Finance Committee for restructuring the budget, Strategic Planning committee for their work on strategic planning, the Scholarship Committee for promoting programs available, and ZØØ for supporting the conferences and hybrid participation.
 - b. Rubio participates on a monthly call with AAAE Chapter Presidents to help align goals with other Chapters and AAAE.
 - c. Rubio discussed the California aviation fuel tax.
5. FY 2021-2022 Draft Financial Reports
 - a. First Vice President Nystrom referenced the draft reports included in the handout packet and stated due to timing, the reports provided are draft copies. Final reports will be posted on the Chapter website.
6. Action Item
 - a. 2022-2023 Budget
 - i. First Vice President Nystrom referenced the draft budget included in the handout packet and reviewed the revised format. **ACTION:** Mark Witsoe made a motion to approve the budget as presented. Jon Stout seconded the motion; a discussion took place regarding fiscal year date and the conservative budget projecting a loss. The motion passed unanimously.
7. Committee Reports
 - a. Strategic Plan (Ad Hoc)
 - i. Committee Chair Witsoe discussed the goal of creating a 501c3 SWAAAE Foundation, aligning with AAAE and their foundation, to support scholarships. An update will be provided at the next general membership meeting in January 2023. President Rubio added the Chapter researched investment options and

- the goal is to continue benefitting the membership through the foundation.
- b. ZØØ Visual and Audio Production Committee
 - i. Committee Chair Hartfiel presented the new equipment allowing the Chapter to offer the membership the ability to participate in conferences both in person and virtually. President Rubio added SWAAAE is the only Chapter offering hybrid conferences.
8. Director Comments
- a. AAAE Nominating Committee Representative Stout thanked ZØØ for all of their efforts supporting the conference and inquired if the committee had enough support.
 - b. Directors thanked Jorge Rubio for a successful year in serving as President.
9. Adjourn
- a. The meeting was adjourned at 12:50 p.m.

Respectfully submitted by: Executive Director Cathy Herring