

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
General Membership Meeting – Virtual via Zoom
Tuesday, July 21, 2020 | 10:30 a.m. – 12:00 p.m.

MEETING MINUTES

1. Call to Order, Review Agenda and Verification of Quorum
 - a. President Maples called the meeting to order at 10:33 a.m. after a count confirmed a quorum of Executive, Executive Emeritus and Corporate members were present and referenced the revised meeting agenda. President Maples stated verbal reports will be provided by the Strategic Planning Ad Hoc Committee and Awards, Resolutions and Recognition Committee. Additional committee updates were included in the handout packet.

2. President's Report
 - a. President Maples recognized AAAE dignitaries, Board of Director members, committee chairs, SWAAAE Past Presidents, conference first time attendees, students and veterans and encouraged those in attendance to get involved in the Chapter.

3. Election of 2020-2021 Officers and Directors
 - a. Nominating Committee Chair Hudson reported emails were sent out to the membership requesting Board of Director nominations and submissions were received for Second Vice President, Arizona Director and Corporate Director; there were not any submissions received for Southern California Director or Northern California Director. It was stated President Ross will appoint vacant positions and the 2020-2021 Board of Directors list will be announced via email.
 - b. Board of Director Candidates addressed the audience; voting closes at 7:00 p.m. July 21, 2020.

4. FY 2019-2020 Financial Reports
 - a. First Vice President Ross referenced the reports included in the handout packet and noted the Chapter's current checking and savings accounts balances. Ross noted both the 2019 Summer Conference and 2020 Winter Conference performed very well.
 - b. The Board of Directors recently approved an investment strategy and the President will present a progress report at each Board and General Membership meeting.

5. Action Items
 - a. Accept Minutes from the General Membership Meeting held on January 28, 2020 at the Monterey Plaza Hotel in Monterey, CA
 - i. **ACTION:** First Vice President Ross made a motion to approve the minutes as presented. Director Nystrom seconded the motion, which passed unanimously.
 - b. 2020-2021 Draft Budget
 - i. First Vice President Ross presented the draft budget and reported the committee evaluated three different scenarios with the Board of Directors due to the current COVID-19 pandemic; no in-person Summer Conference, no in-person Summer and Winter conference, or hold both conferences in person. The Board approved the scenario presented which included no in-person Summer Conference. The draft budget also included an 8% reduction in management fees negotiated by the Finance Committee. **ACTION:** Joe Husband approved the draft budget as presented. Second Vice President Rubio seconded the motion, which passed unanimously.
 - c. Governance
 - i. Bylaws
 1. Second Vice President Rubio referenced the report included in the handout packet which summarized the proposed bylaw amendments. **ACTION:** Jon Stout made a motion to approve the bylaw amendments as presented. First Vice President Ross seconded the motion, which passed unanimously.

- ii. Policy Decisions
 - 1. Second Vice President Rubio presented the amended Policy Decisions for ratification. **ACTION:** Cole Hartfiel made a motion to ratify the Policy Decisions as presented. Director Schultz seconded the motion, which passed unanimously.
- 6. Committee Reports
 - a. Strategic Plan
 - i. First Vice President Ross thanked the committee members and referenced the report included in the handout packet. The draft vision, mission and values were presented, along with the draft focus areas. Husband noted the committee looks forward to continuing the work until completion of the Chapter's Strategic Plan.
 - b. Awards, Resolutions and Recognition
 - i. Director Nystrom referenced the report included in the handout packet and presented the newly approved SWAAAE "Young Professionals Award".
 - ii. Director Nystrom presented the Chapter's resolution supporting diversity, equity, inclusion and social justice and thanked the Diversity Committee for their support.
- 7. Director Comments
 - a. First Vice President Ross reported the hybrid AAAE National Airports Conference is scheduled for September 27-29, 2020; the deadline to receive discounted registration is August 14, 2020. Sponsorships are available to support the event.
- 8. Member Comments
 - a. Joe Husband thanked President Maples and the Board of Directors for their dedication throughout trying times. President Maples thanked the Board and Committee members for their hard work over the past year and stated she is looking forward to First Vice President Ross' leadership.
- 9. Adjournment
 - a. The meeting was adjourned at 11:20 a.m.

Respectfully submitted by: Executive Director Cathy Herring