

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
General Membership Meeting
Cypress Ballroom, Monterey Plaza Hotel, Monterey, CA
11:45 a.m. – 1:00 p.m. Tuesday, January 25, 2022

MEETING MINUTES

1. Call to Order and Verification of Quorum
 - a. President Rubio called the meeting to order at 11:49 a.m. after a count confirmed a quorum was present.
2. Action Items
 - a. Accept Minutes from the General Membership meeting held on August 10, 2021 at the Peppermill Hotel and Casino in Reno, Nevada
 - i. **ACTION:** Brown made a motion to approve the minutes as presented. Daus seconded the motion, which passed unanimously.
 - b. Governance
 - i. Policy Decisions
 1. Second Vice President Chen presented the Policy Decisions and noted the change of the Technology Committee's name. **ACTION ITEM:** Brown made a motion to approve and reaffirm the Policy Decisions as presented. The motion was seconded, which passed unanimously.
3. 2021-22 Second Quarter Financial Reports
 - a. First Vice President Nystrom referenced the reports included in the packet and noted the success of the 2021 Summer Conference. Nystrom reported the \$25,000 from AA AE to support the Chapter's scholarship program was in a separate savings account as seen on the balance sheet and the \$50,000 donation from AA AE will be included in Q3 reporting.
4. AA AE Representation
 - a. Announcement of Appointment, SWAAAE's AA AE Nominating Committee Representative
 - i. First Vice President and Nominating Committee Vice Chair Nystrom reported she managed the election process, along with the committee, due to the recusal of Chair Ross (participating as a candidate). Nystrom reported Carl Newman would not be continuing after his current term ends and the Board of Directors voted to appoint Mark Witsoe as the Chapter's Nominating Committee Representative.
 - b. AA AE Elections
 - i. The AA AE Chapter representative candidates addressed the audience as ballots were distributed to Executive and Executive Emeritus members.
5. President's Report
 - a. President Rubio recapped the goals set at the start of his presidency, including an increase to diversity, equity and inclusion efforts, and reported the following:
 - i. Alice Bimrose was appointed AA AE Professional Development Committee Chair.
 - ii. AA AE provided the Chapter with a \$50,000 donation.
 - iii. The Strategic Planning Committee will be exploring the option for the Chapter to form a 501c3 foundation; the ultimate goal is to accept donations and offer a tax write off.
 - iv. Coming soon is a potential new Corporate member benefit: publishing airport member ACIPs to the website.
 - v. After 17 years, 2022 was Christine Eberhard's last year managing the Winter Conference Airport Attorney Workshop. The crowd gave Christine a round of applause.
 - vi. Cathy Herring, SWAAAE's Executive Director, is now owner of KCA

Association Management, the firm the Chapter has partnered with for a number of years.

6. Committee Reports
 - a. AAAE Accreditation Update/Final Interview Workshops
 - i. AAAE BOE Representative Smith reported as of December 2021, SWAAAE had 58 active A.A.E.s, about 12% of the total membership. Two final interviews were conducted in conjunction with the Winter Conference.
 - b. AAAE Professional Development Committee
 - i. Committee Chair Bimrose reported she is still learning about the newly formed AAAE Committee and looks forward to serving.
 - c. Awards, Resolutions and Recognition
 - i. Committee Chair Godown reported members will be recognized with the annual Chapter awards at the 2022 Summer Conference. Godown encouraged individuals to nominate their peers for one of the many awards.
 - d. Corporate Member Update
 - i. Corporate Director Hill encouraged all Corporate members to attend the Corporate member meeting.
 - e. Young Professional
 - i. Committee Chair Moran introduced himself and welcomed young professionals to the conference.
7. Director Comments
 - a. None.
8. Member Comments
 - a. None.
9. Adjourn
 - a. The meeting was adjourned at 12:37 p.m.

Respectfully submitted by: Executive Director Cathy Herring