

**SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT
EXECUTIVES**

General Membership Meeting

**Sonoran Sky Ballroom 3-4, Arizona Grand Hotel | Phoenix, AZ
Monday, July 24, 2023 | 3:30 – 4:45 p.m.**

MEETING MINUTES - DRAFT

1. Call to Order and Verification of Quorum
 - a. President Nystrom called the meeting to order at 3:38 p.m. after verifying a quorum was present.
2. Action Items
 - a. Minutes from the General Membership Meeting held on January 24, 2023, at the Monterey Plaza in Monterey, CA
 - i. **ACTION:** Witsoe made a motion to approve the minutes as presented. Director Brown seconded the motion, which passed unanimously.
 - b. 2023-24 Budget
 - i. First Vice President Chen referenced the draft budget and FY23 YE financials included in the meeting packet and highlighted various budget line items, including technology, scholarships to support the newly formed 501c3 SWAAAE Foundation, and expenses included under Board approved programs. First Vice President Chen confirmed the draft budget was in line with SWAAAE Policy Decisions. **ACTION:** Witsoe made a motion to approve the FY24 budget as presented. Ross seconded the motion, which passed unanimously.
3. President's Report
 - a. President Nystrom thanked Lisa Watada and Gordon Wong for their continued outreach to engage individuals from Hawaii and Guam in the Chapter, as well as Immediate Past President Rubio for his outreach efforts to airports in Mexico.
 - b. President Nystrom reported:
 - i. Presidents of each AAEE Chapter meet monthly to discuss challenges, goals, and how other Chapters can provide support.
 - ii. SWAAAE has been focused on succession planning at the Chapter Board level; all Chapters seem to be struggling with succession planning.
 - iii. AAEE is in the early staging of reviewing the possibility of National managing Chapter membership.
 - iv. The Leadership Development Committee is focused on supporting the Board in succession planning and professional development opportunities.
 - v. The Board of Directors approved the formation of the SWAAAE Foundation, which will soon be officially operating and able to accept donations.
4. Election of 2023-25 Officers and Directors
 - a. Nominations Committee Vice Chair Chen presented the slate and invited each candidate to address the audience. Ballots were passed out to eligible voting members.

5. Chapter Annual Awards Ceremony
 - a. Committee Chair Godown thanked the Awards committee for their efforts and presented the Annual Chapter Awards to recipients present. President Nystrom presented the President's Award.

6. Committee Reports
 - a. Committee reports were included in the meeting packet. President Nystrom encouraged members to volunteer to serve on a committee and get involved in the Chapter.

7. Director Comments
 - a. Corporate Director Hill thanked David Sperling for serving as Corporate Director for two terms and welcomed newly elected Corporate Director Ken Moen.
 - b. President Nystrom thanked the Board of Directors for serving over the past year.
 - c. Second Vice President Johnson encouraged members to join a committee and get involved in supporting the Chapter; many committees are looking for additional volunteers.

8. Member Comments
 - a. None.

9. Adjourn
 - a. **ACTION:** Second Vice President Johnson made a motion to adjourn the meeting at 4:34 p.m. Director Smith seconded the motion, which passed unanimously.