

WAOA Board Meeting
Sept. 14, 2013 6:00 pm
Wort Hotel

Attendees: Glenn Januska, Bob Hooper, Craig Logan, Jack Skinner, John Stopka, Terry Doak, Gene Murphy, Paul Griffin, Jim Parker, Christy Yaffa, Leah Henderson, Scott Bell

Meeting Called to Order – 6:11pm

Approval of Minutes from Jan 13, 2013 Meeting:

Motion by J. Stopka

2nd by B. Hooper

Discussion - None

Approved

Financial Report – Jack Skinner

Jack had to recreate financial reports following computer theft. Sponsorship goals have been collected at nearly 100%. Membership dues tracking well, to year membership collected at 97% of budgeted. Expenses tracking well.

Motion to approve by C. Logan

2nd by B. Hooper

Discussion – None

Approved

Legislative Services Contract – Glenn Januska

Januska provided background. Process started with the 10 commercial service airports discussing the need for a Legislative Services Provider. Need originally arose from concerns over funding for the Air Service Enhancement Program, however in discussions with the WAOA Board via conference call, the scope was expanded to include issues which could pertain to the entire association. A draft scope was developed in consultation with Pete Illoway, and provided to the Board for review.

Entering into a Legislative Services Contract with a provider would augment our ability to track aviation issues within the legislative process throughout the year, and provide us additional access when the association determined those issues required our action. This would not replace the need for our presence during the legislative sessions.

Pete Illoway submitted a proposal for Legislative Services based on the scope provided. Proposal consisted of providing services as described in the draft scope for \$1,000 per month, plus expenses. Several members expressed their confidence in Illoway's knowledge, experience, and access to the legislature and its members.

Hooper requested further explanation of the possible expenses and whether or not Illoway would seek approval for expenses related to out of town travel, meetings, etc... with the Board

President prior to obligating the Board. Januska confirmed this was the case. In the event these meetings or travel coincided with Illoway's efforts for another client/s, these expenses would be prorated between the clients.

Hooper brought up that a key provision of Illoway's proposal was for a strong local commitment from each airport's community in support of aviation issues. It would be up to airport operators to provide the education and outreach within their communities to facilitate Illoway's efforts. Stopka noted that the case of the ASEP, all 10 commercial airports need to put up a united front and put in the effort to sell the need for funding within their communities, whether they intend to participate in the program or not. In the case of future issues involving GA, airport improvements, etc... the association's members will need to do the legwork locally to support for Illoway's efforts.

Discussion moved to cost. There was discussion regarding entering into a one year contract, reducing the scope, and limiting the attendance of meetings. Murphy opined that if you hire someone, you should have enough trust in them to follow their lead, at least until they give you reason not to. Murphy, Logan, and Januska expressed that they felt the proposed fees were reasonable as is.

Parker added that in the case of ASEP the Association will have to provide the story and info to the GA airports for them to push out locally (what's in it for them?). Parker also added that the Legislative Services needs to extend to GA issues and represent aviation in communities without commercial service airports.

Motion to accept Pete Illoway's proposal and fee for one year by B. Hooper.

2nd by J. Stopka.

Discussion – Parker wanted confirmation that the Board could enter into this contract without the General Membership's approval. Januska confirmed this was the case. Stopka queried when the contract would start. Januska answered as soon as possible.

Approved

Budget Adjustment

It was discussed by the board that in order to allocate the funding for the Legislative Services Contract with Pete Illoway, an amendment to the 2013 budget would be required. Discussion centered around whether the Board could make the adjustment on their own. The bylaws support that a Board action is sufficient to make this change.

There was discussion regarding increasing revenue to offset the additional cost of the Legislative Services. It was decided that an increase in revenue is desirable; however the proposed budget amendment should not be contingent on such an increase.

Motion to amend the operating budget to include the Legislative Services Contract not to exceed \$20,000, and to transfer funds from reserves into the operating account by G. Januska

2nd by J. Stopka

Discussion – None

Approved

Task Force Rating Model – Glenn Januska & Christy Yaffa

Yaffa explained that in addition to the Priority Rating Model, there are additional factors that Aeronautics takes into consideration when prioritizing projects. Some of these include compatibility with other state programs such as the Pavement Maintenance Program; Professional Consideration, which entails a State engineer making a site visit and assessing need based on actual conditions; and urgency. These factors are not currently in the prioritization model, but WY Aeronautics feels that they should be. This would change the weight and the number of criteria in the existing model. Other changes include consideration of discretionary funding (to include congressional earmarks/allotments) in the prioritization model.

Emphasis is being placed on the State Airport System Plan, and that if a project is in the plan, there should be no further discussion on its value, just its prioritization. To facilitate this, the Aeronautics Commission will need to review and approve the State Airport System Plan on a regular basis.

Januska added that the Task Force would provide updates to the Association membership as they proceeded through the process.

No Action Required

Fall Conference 2014

A brief discussion took place to ensure Laramie had sufficient conference facilities. Skinner confirmed facilities available and suitable for Fall Conference.

Motion to hold Conference in Laramie by J. Parker

2nd by J. Stopka

Discussion - None

Approved

Adjourn

Motion by C. Logan

2nd J. Stopka

Discussion - None

Approved