



Board of Directors Meeting
Ramkota Inn, Room 158
Casper, WY
Wednesday, September 15, 2010

1. Meeting was called to order by John Stopka at 0840L. All members of the Board are present excluding Jay Lundell (who entered later).
2. Floor opened for additions or deletions to the agenda. Glenn Januska would like to discuss the location and dates for the next conference. Tim seconds. Motion carries unanimously.
3. Approval of Meeting Minutes from February 24, 2010. Motion to approve made by Jim Parker, seconded by Glenn Januska. Motion carries unanimously.
4. Financial Report – Tim Reid – We’re doing fine financially as of August 31, 2010, still collecting monies for the conference. There are two scholarship applications in right now that need to be voted on during the meeting. Glenn Januska stated we need to work on increasing the attendance of the conferences by the smaller community airports and membership for those airports as well. There may be options to hire a part-time person to assist with membership recruitment and lobbying efforts especially since we are carrying a good balance on the books. John stated we should bring that item up during the general discussion part of the meeting. Sean Christensen moved and the motion was seconded by Bob Hooper. Motion carries.
5. Membership Report – Tim Reid – We are going to start the membership drive in November, will need to entertain some ideas to spend the revenues generated from the membership drive. Jim Parker mentioned many of the GA Airports do not have paid members on staff, and the Airport Board manages everything else. Trying to get GA membership is tough, and we should have something we can offer to the GA Airports that is worthwhile. We should check out Montana’s Airport Operator’s Association to see what they do. Because of their size they don’t have time, and when they do have time their Boards may not be supportive of their membership with the organization. Sean Christensen added his city purchases two memberships to the organization; one for him and one for the FBO. Maybe we should have a continuous membership scholarship program, but both he and Jim Parker don’t think that would work either. Both Glenn Januska and John Stopka mentioned we send our membership letters to the Airport Mangers only...Maybe we should consider sending them to everyone affiliated with the community’s airport management (i.e. town clerk, board members, city management, etc.). Jim suggested asking the consultants in the State who they contact to solicit bids. Tim Reid suggested going through the State Aeronautics Division to get names, and suggested we also consider the incentives for those airports to become members of WAOA. Dave Haring added we can’t solve

time and travel issue with the Airports attending the conference. We also don't have those airport's input on why they cannot attend. The money would be better served to reduce the GA membership costs and to use the executive secretary to contact those members and find out what issues are precluding them from attendance and to bring that information to the Board for resolution. The focus of the organization is the representation of those organizations. Sean stated he and Jim have been struggling with attempting this in their position on the board and it hasn't been working. Glenn discussed the outreach idea using an executive secretary position and for someone to monitor legislative issues, while relieving the Secretary/Treasurer of some of the duties imposed on the position. Dave added we once had an executive secretary with the organization and there was some problems with having the position including questionable spending practices. Glenn added if we did have the position there would need to be a very specific position description for tracking and oversight, but also would need to be someone with a thorough understanding of the industry; probably someone retired or looking for a supplemental income. John asked if this was something we would need to put on the General Meeting agenda Board agrees. Dave discussed this position should not be utilized as a paid lobbyist position because of the negative reception by our State Legislators, just a straight monitoring position. John suggested WAOA provides a greater fiscal contribution for Airport Managers to attend the State Legislature when issues have an impact on their particular airports. Dave suggests the organization facilitates those meetings. Tim asked if our budget would be able to constantly sustain a position such as this for a duration greater than a year, and recommended a trial year to determine feasibility. He added the organization can sustain itself without a paid position. Glenn stated the position would be too difficult for a GA manager to manage in consideration of time and the current position's continuity is lacking due to the constant changeover between memberships. John stated he wants to find a way to encourage GA participation in the leadership and with the current position it takes too much time and commitment. John requested an action for a timeframe for the position, hoping to make a decision and implement by 2011.

6. Legislative Report – Dave Haring – FAA Spending Bill. The FAA gave a briefing about the status of the Spending Bill, PFC issue about increasing it to max \$7 in the House version of the bill, Senate Bill came out with no increase. Compromise at \$5-\$6 range, but what stopped everything was slot allocation at Washington National. 2008 Bill is still in works and would be retroactive, so we can still look forward to a new bill in 2012. He stated he has a feeling this is probably going to be a long-standing issue and recommends members to call their representatives and tell them about their concerns regarding this bill.

Select Air Transportation Meeting – Went well, we need to ensure support of Aeronautics' support programs because of budget cuts nationwide, and we need to stress the importance of these programs to our State Legislators. Glenn added with the new Governor there are going to be some changes, along with the mid-term elections that could have an impact on these revenues.

John – WAOA put together a letter to support to send to the Governor and the Minerals and Transportation Committee Chairs in favor of the Air Service Enhancement program. Glenn expressed concern about using the program as a subsidy instead of for initial set up. Tim moves, Bob Hooper second. Motion carries.

Jim Parker-Tank Certification – Discussed this issue at the last meeting about the continuing education credits instead of taking the test every two years. He would like to follow up on this item. Because now the test has been rewritten and people who have any fuel storage will be affected. DEQ should initiate a continuing education course instead of constant training. Jack mentioned this course is required for fuel operators including gas stations and Airports are the minority of those affected by this policy. Tim added we should talk to DEQ and find out about continuing education coursework. John – we should get a list of Airport Operators affected by this policy. We should bring this up during the General Discussion in the General Membership meeting.

7. Scholarship and Educational Assistance-Jay Lundell- Applications for financial assistance with internships. Cheyenne Regional Airport and Casper/Natrona County International Airport submitted requests for \$500 each. Tim Reid advised he cannot vote on the Cheyenne request because of his interest in this item. Glenn Januska also advised he had to abstain from the Casper vote as well. A motion to approve Casper's Request was made by Bob Hooper, seconded by Jim Parker. Motion carries 6/0/1. A motion to approve Cheyenne's request was made by Glenn Januska and seconded by Bob Hooper. Motion carries 6/0/1.

8. General Discussion –

- a. Glenn – Spring Conference – Need to decide location of the conference and what structure are we going to go with, and how to work it in with the NW Chapter of AAAE. Dave spoke about the importance of holding the conference in our state especially because the smaller airports can attend and it should be relatively inexpensive. But he believes it would be too difficult to hold a fall WAOA Conference during the same time as the NW AAAE Conference. Tim Reid suggested holding a Board and General Membership meeting during the event. Discussion ensued about the how to include the pilots and mechanics attendance and trying to incorporate them into the NW AAAE conference. Discussions were brought up about the timing of the Aviation Conference and moving it to October because of the weather, end of budget year for government. Glenn suggested getting the stakeholders for the event involved. Jim Parker suggested organizing a committee for the Aviation Conference to help with coordinating the event and planning. Jim also suggested getting rid of the Legislative Conference and reverting back to the way WAOA used to handle legislative affairs buy just having representatives available to lobby during the sessions. Dave Haring disagreed because of his experience, nobody would participate. Jim stated the weather usually is usually during that time of year which can drive down attendance due to snow removal activities. It was also mentioned that the organization's by-laws state we need to meet twice a year, and reducing that will require a change in the by-laws. Leah Henderson discussed how the conference had a committee that helped out with planning, and it worked out well especially with the pilot and mechanics sessions held on the weekend. Jim brought up this is a decision that should be made by all entities not just WAOA. Leah commented the organization is the financial backer for the event, and therefore it is important for WAOA to participate and make the decision on holding the meeting. Glenn Januska brought up that if we intent to host this event in 2011 we need to start taking bids from communities to host the event. Jim Parker added if the event takes place, WAOA members should not pay as much as non-WAOA members to attend the event. Also brought up was the \$6,000 donated to the conference by WYDOT for our speaker's fees

this year. The Board agreed to accept this money this year under the condition the following year WAOA would spend the same amount on the conference. Tim verified this is a one-year commitment, and that the agreement stipulates whatever revenues WAOA generates from the WY Aviation Conference, up to \$6,000 of those revenues will go towards next year's conference. Leah Henderson confirmed this. Jim Parker asked if we had enough information to move forward with a vote. Dave Haring advised he needed to get with Little America to verify if there would be enough space next year during the AAAE conference to host another event. Jim Parker requested another meeting tomorrow with the Board to discuss Dave's findings.

Gene Murphy brought up this conference is during the same time as Utah's Operator's Association and is stretching their resources thin. Is there a way we can coordinate with the other organizations to prevent a conflict? Jim stated it is difficult to coordinate, and unfortunately we lose money when they can't attend, but it's a "no win" situation where there is always a conflict.

Sean Christensen asked the Board to consider scheduling the Board Meeting during the conference where it is more conducive for persons not participating in the golf tournaments. John stated he is up for any ideas on the matter. A general consensus was made that the Board could meet early on the day of the Conference and push back the conference a bit, allowing at least a two-hour meeting to take place.

9. Glenn Januska motioned to adjourn the meeting until 8:00 AM Thursday, September 16, 2010 so that more information could be gathered about holding the WAOA meeting during the AAAE conference, Bob Hooper seconded the motion. Meeting adjourned at 11:00 AM.

Thursday, September 16, 2010

8:00 AM

Board of Director's Meeting Reconvened

Ramkota Inn

1. Meeting reopened at 0809 AM. Board Members Present: Sean Christensen, Bob Hooper, Gene Murphy, Jay Lundell, Jim Parker, Jack Skinner, Glenn Januska, John Stopka, and Tim Reid. Dave Haring enters later.
2. Fall Conference Item – Tim Reid called and is waiting to hear back from Little America regarding their room availability. Glenn Januska didn't think holding the pilot meeting during AAAE was a good idea. He mentioned the conversation with the State before about how the Wyoming Aviation Conference was not a sustainable idea, and performing this event every other year we would have more flexibility and to extend this to smaller communities. John Stopka said he spoke to Dennis Byrne with WY Aeronautics and he would like to have a more formal committee with WAOA as members to plan these events every other year. We should, as an organization, strive to strengthen aviation as a whole. He is supportive about trying to formulate a committee as soon as possible and to find a place to put on the conference during fall 2012 hopefully in a GA community.

Jay Lundell asked what the idea is for the Fall 2011 AAAE conference, do we need to do anything? Glenn Januska stated we needed to hold at least a Board and General Membership meeting during the event. John suggested an early morning meeting for the Board during the event. Glenn suggested we host the golf tournament. Jay suggested we contact AAAE to find out what our association should be and help out with the golf tournament.

3. Glenn Januska asked about if we should have a subsidy to the AAAE conference in the fall to help out smaller airports with attendance. John Stopka agreed this could be a great opportunity to help get everyone there. Jay Lundell suggested if we give assistance to an airport they probably should be a member of the organization first to show the commitment on the airport's behalf.
4. Dave Haring enters the meeting at 8:30 AM. He discussed some of the planning for the AAAE event including having a speaker. Some of this planning will not occur until later on in the year with AAAE NW Chapter.
5. Jay Lundell explained he had some concerns about what kind of membership should we be promoting for attendance at the NW AAAE Conference, and asked the members should those who want to attend and receive financial assistance from our organization become members of WAOA or AAAE? Because non-members will pay more to attend the event than members, and should WAOA be strapped with paying the non-member rates? Sean Christensen suggested WAOA offer sponsoring the airport at the membership amount, with the airport to pick up the difference if they are non-members.
6. Dave Haring began discussion on the Legislative Conference and suggested we should at the least hold an annual reception during the budget session of the State Legislature. Glenn Januska asked if we absolutely need to have two conferences per year, or could we maybe hold a retreat in place of the second conference. Jay Lundell added the weather during the time of the Legislative session is usually bad and precludes some airports from attending due to snow removal activities.
7. Glenn Januska moved to adjourn the meeting at 9:00 AM, Dave Haring seconded. Motion carried.