

Wyoming Airport Operators Association (WAOA)
Board of Directors Meeting
Old Baldy Club
September 12th, 2007

1. The meeting was called to order by Haring at 9:03 am. Present were: Glenn Januska, John Stopka, Chance Warne, Christy Yaffa, Michele Whipple, Eugene Briggs, Gene Murphy, Shelly Reams, Amber Schlabs, Christopher Cole, Jack Skinner, and Dave Haring.
2. Motion by Stopka, seconded by Warne to approve the WAOA Board minutes of February 9, 2007. Motion carried.
3. Januska presented the Income Statement reflecting activity from January 1, 2007 through August 31, 2007. Revenue to date is \$56,560, with \$11,450 coming from the Legislative Conference, \$22,200 from the Fall Conference, and \$22,910 from Membership Dues. Expenses are \$14,955, which do not reflect any expenses from the Fall Conference. Net Income for the year is \$41,605. For the savings account the starting balance was \$41,726, and net income for the year is \$580, leaving a balance in the account of \$42,306. Motion by Warne, seconded by Stopka to approve the financial report as presented. Motion carried.
4. Januska presented the proposed FY 2007/2008 operating budget. Revenue for FY07 is proposed at \$51,450 and \$29,000 for FY08. The primary difference between the years is membership revenue. Expenses are anticipated for FY07 of \$35,462, for net income of \$15,988. Expenses for FY08 are projected to be \$33,650, for a net loss of \$4,650. Based on account balance of \$20,019 as of January 1, 2007, an anticipate balance at the end of the two year period is \$31,357. Haring discussed the continuing education/Isbill fund. Since at the time WAOA was asked to contribute to the Isbill fund, only two members in Wyoming were accredited, and WAOA did not donate, but money was included in the FY08 budget. Motion by Stopka, seconded by Skinner to approve the FY07/08 budget as presented. Motion carried.
5. Haring discussed conference rotation. A couple of years ago when WAOA went to having a legislative conference a conference rotation schedule was prepared, with the next community being Afton. Afton does not want to host the conference next fall, so the community after that would be Sheridan. Haring stated that if we do not want to lose members, it is probably important to have full legislative conferences, but also important to have a conference that moves around the State. Stopka seconded that importance. Briggs asked if we have a finalized site selection guide. Haring said yes, and distributed it. Skinner asked about the State conference and how it was being proposed. Yaffa updated everyone on what is being proposed. Briggs said the requirements for host cities would be out the window if we went to a State conference format. Haring said we should still keep the criteria, and said that there has been some discussions on having a "retreat" type of conference. Reams said she was surprised at the size of the Montana conference, something that rivals the NWAAAE conference. Reams suggested that if we give out legislative awards and let representatives speak, it

could help draw representatives to the conferences. Reams asked if WAOA could pay for any county commissioners, representatives, etc. that would want to attend. It was concluded that probably not.

6. Januska passed out the current membership list. He said he sent membership applications to all people/airports/companies that have attended a WAOA conference or have been a member in the past 5 years. He felt we have a pretty good representation of airport and corporate members.
7. Haring stated that we currently have two Board positions open, one to replace Scott Hinderman (commercial service representative) and one to replace Charles VanSlyke (general aviation representative). He said we do not have a slate of officers, but that Jay Lundell has expressed interest. Briggs said he may know someone from Afton who might be interested. Haring said that if we move the election to the fall conference we would have better attendance and probably better representation. Murphy and Stopka agreed.
8. Januska commented that, in his opinion, having a website that is out of date is worse than not having a website at all. He stated that his spouse owns a web development company and now works for Adbay.com, the largest advertising company in Wyoming. He said he has talked to his wife about a three-part proposal for our website, and that while he talked to her, his comments reflect a need to update the website, not necessarily to use his spouse or Adbay.com. He asked for a proposal to add a content management system which would allow us to update the content of the website as opposed to paying someone, which also could have a lag between the time the information needs to be updated and when it actually is. The second part would be to create and add a template which would have information on all 40 public use airports, a near duplicate document to the guide being prepared for the legislature. This could be updated as information changes and thus provide a current source of information on each airport, potentially eliminating the need to print the guide in the future. The third part would be to update some elements of the site, like removing the splash page and changing the navigation. The cost to do all three phases would be \$3,250. Motion to approve the proposal as presented by Briggs, seconded by Stopka. Motion carried (Januska abstained from voting).
9. Haring said that communication with the legislature is one of the top legislative priorities which prompted the development of the airport guide (which he distributed a template copy of). This would be developed with information on the 40 public use airports. The Select Air Transportation committee wants physical information on airports in the book. Reams said Haring is getting pressure to get the publication out. Haring said it was important to focus the book on the legislature, not necessarily a multi-purpose/use guide.

Reams passed out an Unfunded Wyoming Aviation Needs memo that she and Yaffa explained. Reams said some of the information should be in the airport guide. Reams discussed the importance of not just listing a project, but telling why the project is important. Yaffa said the WAOA membership should look over the projects to ensure the accuracy of the information being sent out.

Haring asked for any input into the airport guide. Cole suggested we add based aircraft and operating budget information. Discussion occurred on the operating budget information and it was determined that this guide was probably not the vehicle to include the information in.

Haring stated that we are looking at creating an agenda (standardized) that airports could use with their local legislative representatives when they come out to their airport, and if needed, other WAOA members could attend those meetings to support the local airport operators.

Reams stressed that the most important message to the legislature is for a steady, long-term predictable funding stream. The WYOCIP also needs to be realistic, otherwise it undermines the whole program.

10. Haring discussed the continuing education program and internship initiative. He said in his opinion the continuing education program has been vastly underutilized and that it can be used for conference attendance and/or scholarship programs. Haring is going to propose that any airport that starts an internship in the next two years be eligible for double the current award (\$1,000 total) for an internship program startup.
11. Januska discussed the proposed bylaw changes. He said that he has updated these in the past for the Wisconsin and Iowa aviation groups, and thought that we might want to formalize some thing we are doing as an organization through the document. He stated that he had sent out the current and proposed bylaws to all current WAOA members to solicit input. He will make sure voting members get a copy of the proposed bylaws when they check-in for this conference prior to the general membership meeting where it will be discussed.
12. Haring discussed the NWAAAE chapter award guide for discussion purposes. The chapter gives out three awards, an Aviation Excellence award, Airport Executive of the Year award, and Corporate Award of Excellence. He suggested that we look at awards that WAOA could give, where they would not be required to be presented, but that we would establish criteria for that could be presented. Haring said that annual awards that have to be given out lose their luster. The President's award should be given out at the discretion of the President. Januska said that this could be one way we recognize legislative representatives, and said that in Wisconsin there was an award given to a news media person or outlet that provided good, positive aviation coverage.
13. Having no other business, motion by Stopka, seconded by Warne to adjourn. Motion carried. Meeting adjourned at 11:13 am.