

**Wyoming Airport Operators Association**

**Board of Directors Meeting**

**Wednesday, February 21, 2018 @ Noon**

**Little America, Teton Room-Cheyenne WY**

**Attendees:**

Todd Chatfield, Paul Griffin, Jay Lundell, Bob Hooper, John Stopka, Devon Brubaker, Bruce Ransom, Jim Fluhr, Jack Skinner, Rick Sessions, Mark Lovato, Aaron Buck, Dusty Spomer, AJ Schutzman, Brian Olsen, Alex Nodich, Kevin Davis, Jim Schell, Tim Wick, Steve Doak, Tim Barth, Amy Surdam, Scott Bell

**1. Meeting Called to Order** – Jay Lundell called the meeting to order @ 12:20 p.m.

**2. Approval of September 19, 2017 Board of Director's meeting Minutes** – Paul Griffin

Minutes were distributed to board members and a Motion by John Stopka, seconded by Jack Skinner, to approve the September 19, 2017 Board of Directors meeting minutes. Motion carried.

**3. Approval of February 14, 2018 Special Board of Director's meeting Minutes** – Paul Griffin

Minutes of the Special Board of Director's meeting were distributed to board members and a Motion by Rick Sessions, seconded by John Stopka, to approve the February 14, 2018 Special Board of Directors meeting minutes. Motion carried.

**4. Afton Fall Conference** – Jack Skinner

Jack informed the board that the last two conferences have generated a profit for the organization. The Afton conference totaled \$20,615.00 and expenditures totaled \$18,476.00 for a net profit of \$2,139.00. There were 84 people that registered with a couple more at the conference. Cheyenne conference had a higher turnout, but both conferences did quite well.

Jay thanked Rick Sessions for such a nice conference.

**5. Financial Reports** – Jack Skinner

Jack Skinner presented the Financial Report stating that on our income and balance sheet we budgeted \$25,000.00 and have collected \$22,400.00 in dues memberships and will still collect some more as it's a two-year membership.

Under "other revenue items" we didn't budget anything and we collected a total of \$1,091.00 from the airports for the Jackson Hole Rendezvous Dinner and it will show as a wash later on as we paid out one check for everyone's dinner.

Paul Griffin donated half of his Afton winnings to our continuing education fund and we thank him for that.

"Legislative Sessions/Meetings" we went over by about \$1,500.00 and those expenses were for the Little America Reception and lunch, and the reimbursable expenses to the airports that came down to support us during the legislative session.

We went over on the "continuing education fund" as we budgeted \$3,000.00 and awarded three scholarships, one to Cody, and two to Rock Springs in 2017. Jack commented by saying, "that's money well spent".

Under "other", we have \$800.00 for the Jackson Hole dinner and we went over by \$983.00 for the Legislative Services contract for Pete Illoway.

Our Net Income is (-\$2,304.17) and we had budgeted \$3,180.00 and actually spent more than we took in.

Jay Lundell asked for a motion to approve the income statement and also the WAOA balance sheet as provided by Jack. Motion by Devon Brubaker, seconded by John Stopka, Motion Carried.

## **6. Membership Update – Jack Skinner**

We have the 2015/2016 and also the 2017/2018 memberships directories and as you can see there are still some airports missing. If you happen to see one of these airports, please ask for them to update their membership with us.

A big thank you to Jim Elwood from Jackson Hole, as he signed up all twenty-eight of his airport employees.

## **7. Audit Committee Report – Todd Chatfield**

Todd stated that this year's audit committee consisted of himself, Devon Brubaker of Rock Springs, and Jim Elwood of Jackson Hole. The committee received everything from Jack and found no discrepancies and said that Jack is doing a fantastic job.

Jay and the board members all thanked Jack for all of his hard work.

Motion by John Stopka, seconded by Bob Hooper, to approve the Audit Committee Report. Motion carried.

**8. Website survey results – Glenn Januska**

Jay stated that Glenn could not be here today but did send the survey and they are in the packets. We are looking to do an update to our website and you can see some of the comments that came back to Glenn.

Jay asked if it's the boards thought to draw up a request of proposals and bring back to the board?

Devon Brubaker commented that he feels we need to update the webpage and to have everything under the one title for people to find more easily in a central location.

Jay stated that we don't need to vote at this time, but maybe solicit RFP's and direct Glenn to bring us back some RFP's. We have \$500.00 budgeted a year now for our website and may need to look at a budget amendment after Glenn brings us back some RFP's.

**9. Legislative Session Update – John Stopka & Devon Brubaker**

John thanked everyone for helping out this session and turned the floor over to Devon. Devon stated that Senate file 40 passed the second reading today and goes for the third reading tomorrow. Senate file 40 has an amendment from the Minerals Committee and passed first reading, and it also better defines what the "at large" committee members would be, one growth and one critical committee member. Some other changes would be that we can't spend the \$15 million without coming back to get authorization. The current funds will carry us thru June 30, 2019.

Devon stated that Amy Surdam sent a proposed amendment for \$15 million to budget for the commercial air service account, and then if not passed, the credit would go to ASEP to sustain air service thru June 2020. This would be the plan B.

Devon talked about Senate Amendment 25 to the Budget Bill which is Senate File one, and was filed by Senator Burns that removes the entire section of 321 from the budget. The question then becomes, "where does the money come from?"

Devon talked about this upcoming period of time that we need to decide how much do we push for SF40 or work with Amy on another solution (Plan B).

John Stopka asked Amy about the amendment for ASEP as to her thoughts on it possibly mudding the waters for SF40, and Amy responded saying that she believed that nothing will pass this year possibly and maybe come back next year.

Jay thanked Devon and John for their work on this and for spearheading this for us.

**10. Legislative Reception – Jay Lundell**

The Legislative Reception will be held in the Wyoming Room at Little America starting at 5:30.

**11. Fall Conference 2019 & 2020 proposals (Casper, Buffalo & Kemmerer) – Jay Lundell**

Jay stated that we have received three proposals, Casper, Buffalo, & Kemmerer.

**12. Conference Selection Committee – Jay Lundell**

The committee consists of John Stopka, Jack Skinner, and Bob Hooper. Jay had additional copies of proposals for anyone that did not receive one already.

Jay asked Devon for an update on this year's fall convention in Rock Springs. Devon said they are getting busy with planning and coordination. Devon asked for ideas on a guest speaker for the evening main banquet along the lines of aviation or aviation in Wyoming. Devon's goal for the event is to be based on Airports and Economic development, and how airports are key economic drivers for our communities and the state. Devon plans on a GA track as well as a Commercial track so that the GA group has even more content to take away from this event.

The evening of September 11<sup>th</sup> will be the board meeting, the 12<sup>th</sup> will be the golf tournament and opening reception, and the 13<sup>th</sup> will be all-day meetings with the banquet that night. September 14<sup>th</sup> will be the general membership meeting and the Wyoming Aeronautics meeting. Everything will be held at the Holiday Inn and Holiday Inn Suites across the street with rooms around \$86.00 a night.

**13. General Discussion – Board**

Jay asked the board if they had anything else, and hearing none, he said that Jim Shell will be departing the Cheyenne Airport and heading back to his old stomping ground in Wisconsin. Jim has accepted the prestigious position as the Oshkosh Wisconsin airport manager.

Jim thanked everyone in the room and the WAOA Board for always being so supportive of him, and in his career development with the CM scholarship that was a big help in

obtaining his new position. Jim starts April 2<sup>nd</sup> and hopes everyone comes to visit him if they get to Oshkosh Wisconsin.

Jay pointed out that Jim was recognized as one of the “Top 40 under 40 in Airport Business” and wished him well.

John and Devon asked for feedback from the Engineering Companies if they had any concerns or ideas. Devon let them know that he is working on updating the sponsorship packages to make sure they get more bang for your buck when you invest in our organization at future events.

**14. Adjourn to quarterly meeting with WYDOT Aeronautics – Jay Lundell**

Jay Lundell asked for the motion to adjourn. Motion to adjourn by John Stopka, seconded by Jack Skinner, Motion carried and was adjourned at 1:17 p.m.