



BOARD OF DIRECTORS MEETING MINUTES
November 14, 2018
5:00 pm – 6:00 pm ET

AGENDA

Call to Order

John Clark called the meeting to order at 5:05 p.m. (ET)

Roll Call. No quorum present.

NAME	TITLE	ATTENDANCE	PROXY DESIGNEE
Bill Swift	Second Vice Chair		
John Clark	First Vice Chair	X	
Lynn Boccio	Second Vice Chair		John Clark
Randy Hazelton	Treasurer		
Simeon Terry	Secretary		
Ricky Smith	At Large Director	X	
Marques Warren	Director- Northwest Region	X	
Monir Saji	Director-Northeast Region	X	
Deven Judd	Director- East Region	X	
Ebon Glenn	Director- West Region	X	
Tonja Pastorelle	Director- Great Lakes Region	X	
Mori Russell	Director- Southeast Region	X	
Roger Spearman	Director- Central Region	X	
Deborah Flint	At Large Director		John Clark
Gonzalo A. de la Melena	At Large Director	X	
Chellie Cameron	At Large Director		John Clark
Farad Ali	At Large Director		
Heather Barry	At Large Director		
Krystal Brumfield	President & CEO	X	
Jovan Goldstein	CFO	X	
Mareco Edwards	General Counsel		
Maurice Tucker	Accountant	X	



Chairman's Overview

John Clark requested that the Finance Committee look at establishing a program to assist Board members that are small businesses with offsetting the cost for travel to meetings. He informed the Board that he appointed Greg Plummer as Chair of the LA Conference Planning Committee and Stella Albright as the Vice Chair. He also appointed Rosa Becket as Chair of the Professional Development Committee and Chellie Cameron as Vice Chair. Mr. Clark asked the Board to consider allowing meetings to be open to all AMAC members.

Ricky Smith commented that it would be difficult to know who is on the call but supports transparency.

Gonzalo de la Melena suggested that we utilize software to control who is on the line. Alternatively, the Board could have certain meetings for members to participate in or have a portion of the meeting open to membership.

Tonja Pastorelle suggested that the Board allow time at the end for Q&A from members.

Committee Reports

Finance – Jovan Goldstein

The Finance Committee met on Oct. 31st. Outstanding Conflict of Interest Forms previously circulated for board signature are due today. Form 990 will be filed tomorrow, November 15th. The Committee is working on the 2019 Budget; creating a policy around reserves; revisiting banking relationships; reviewing the revenue recognition policy; developing 5-year financial projects and gap analysis and finalizing the Association Group Health Plan.

Membership – Mori Russell

The Membership Committee has met several times since the Board Retreat. The Committee plans to conduct a survey to better understand members' needs and to guide Board priorities and requests feedback on survey questions from the Board. The Committee is also exploring creating a formula to base Airport membership dues from enplanements versus revenue. The Committee is looking to engage Emerging Leaders at the Tampa Business Opportunities Summit in April 2019.

Government Affairs

Krystal Brumfield provided update on the election results and the potential House and Senate leadership changes.



Annual Conference

Deven Judd explained that there is a need to establish a story to tell the value of hosting the annual conference. He plans to host meeting with Regional Directors to frame story.

President's Report

Krystal Brumfield reminded the Board that the office lease will end in March 2019. Staff is exploring office space options in DC and Virginia.

Deven Judd mentioned that Signature Flight currently has 3,000 sq. ft. available and he will set up a time to tour facility.

Krystal mentioned that AMC Academy hosted a webinar on Options for ACDBE Financing on October 25, 2018. The webinar featured Board members Marques Warren and Randy Hazelton. Over 70 participants learned about funding sources such as community banks, friends and family, traditional banks and alternative resources.

On October 29-30, 2018, AMAC partnered with Aviation Career Services (ACS) to host a Business & Leadership Workshop in Chicago, IL. AMAC also hosted a networking mixer on October 29, 2018 in Chicago, IL comprised of ACDBE, DBE, MBE and WBE firms and Chicago Department of Aviation representatives. We also celebrated new AMAC members Chicago O'Hare and Midway Airports.

On November 8, 2018, AMAC member, Vital Business Solutions, partnered with the AMAC Academy to host a webinar that highlighted recruiting advice for small businesses. Nearly 30 participants learned the best hiring practices to attract and obtain stellar candidates such as: when to hire; popular job boards; interviewing tips; records management and more.

Upcoming events include the Holiday Party with COMTO on December 6, 2018 and the Leadership Summit on Capitol Hill scheduled for March 2019.

Approval of minutes

A quorum was established. Monir Saji moved to approve the minutes and Ricky Smith second the motion. The motion was unanimously approved by voice vote.

Adjournment

The meeting was adjourned at 6:01 p.m.

Approved December 12, 2018