

BOARD OF DIRECTORS MEETING MINUTES
December 12, 2018
5:00 pm – 6:00 pm ET

AGENDA

I. Call to Order

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

II. Roll Call by Simeon Terry

NAME	TITLE	ATTENDANCE	PROXY DESIGNEE
Bill Swift	Second Vice Chair		
John Clark	First Vice Chair	X	
Lynn Boccio	First Vice Chair	X	
Randy Hazelton	Treasurer	X	
Simeon Terry	Secretary	X	
Ricky Smith	At Large Director		
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		
Roger Spearman	Director- Central Region	X	
Deborah Flint	At Large Director	X	
Gonzalo A. de la Melena	At Large Director	X	
Chellie Cameron	At Large Director		John Clark
Farad Ali	At Large Director	X	
Heather Barry	At Large Director	X	
Krystal Brumfield	President & CEO	X	
Jovan Goldstein	CFO	X	
Mareco Edwards	General Counsel	X	

III. Approval of November 14, 2018 Board Meeting Minutes

Randy Hazelton moved to approve the minutes and Lynn Boccio second the motion. The motion was unanimously approved by voice vote.

IV. Chairman's Overview

John Clark wished Board members a happy holiday and safe travels to those traveling. John informed the Board that the Executive Committee met earlier to discuss the President's Annual Performance Review and will come back to a request at end of this meeting.

V. Committee Reports

Finance

Randy Hazelton informed the Board that AMAC had one of the best years financially in recent history and commended the staff for their hard work. AMAC expected to net \$200K and had approximately \$400K in unrestricted cash. The Committee was overall pleased with the organization's performance and considered AMAC in a healthy state.

Deborah Flint requested the P & L for the Annual Conference. She informed the Board that her staff had been working with AMAC's staff to pay the \$150,000 outstanding from LAWA. Jovan Goldstein informed the Board that he had to submit a new vendor form to the City of Los Angeles because AMAC's account had been deleted for inactivity. He attempted to call several times into an automated queuing system before speaking with a representative.

Membership

Krystal Brumfield informed the Board of the recent year-end survey distributed to members for feedback.

Tonja Pastorelle informed the Board of the plans for a Membership directory to be distributed to prime contractors to get businesses to join.

Annual Conference

Deven Judd reached out to Jacksonville CVB for assistance with telling story of benefits of hosting an Annual conference. Deven is waiting to schedule meeting.

VI. President's Report - Krystal Brumfield

AMAC's office lease ends March 31, 2019. Staff is exploring new office space options in DC and Virginia. Available options include:

- 99 M St SE (DC)
- Coworking offices (DC)
- Signature Flight (VA)
- Pepco Office Building (DC)

AMAC recently introduced the Association Health Plan, a new member benefit. The Association Health Plan allows small employers to participate in medical plans, typically only reserved for large employers. Plan features include:

- Market Leading Plans and Competitive Price Points
- Open to sole proprietors, small, medium and large businesses
- Dental, vision and life insurance coverages
- Part-time employee benefit options

This cost savings benefit is exclusive for AMAC members.

AMAC hosted a Holiday Party with COMTO on December 6, 2018. Attendees included local and national ACDBE, DBE, MBE and WBE firms and representatives from BWI and MWAA.

On January 17, 2019, AMAC will host a Conversation with John Seldon, new GM at Hartsfield-Jackson Atlanta International Airport from 6:00 pm – 8:00 pm at the Gathering Spot in Atlanta, GA. In addition, AMAC will host an Academy webinar on Airport Concessions 101 on January 24, 2019.

Leadership Summit on Capitol Hill is scheduled for Tuesday, March 12, 2019 in Washington, DC. Please plan to attend as we meet the new Members of Congress and learn about the details of the President's FY20 budget.

Tampa Business Opportunity Summit entitled "*Business by the Bay*" at the Grand Hyatt Tampa Bay on April 26-27, 2019. The Summit schedule includes:

- In-person Board Meeting
- Golf Outing
- Networking Lunch
- Business Matchmaking
- Emerging Professionals Workshop

Nashville International Airport (BNA) committed to hosting the 2021 Annual Conference. In order to take advantage of year-end promotions, the staff is working to lock in a hotel by the end of the year.

Farad Ali suggested that AMAC create a value proposition for membership to illustrate the return on investment (ROI). Gonzalo offered to share an example of a ROI membership calculator. Deven Judd volunteered to assist with creating ROI narrative.

VII. Open Discussion

John Clark indicated his intent to appoint Tamika Dickerson (Jacobs) to the Board of Directors.

Farad Ali moved to ratify Tamika's appointment to the Board and Deborah Flint second the motion. The motion was unanimously approved by voice vote.

John Clark introduced Iris Messina (URW) as a future appointee. Iris is currently active on the Annual Conference Planning Committee. John to provide full biography later.

VIII. Executive Session

The Board went into Executive Session at 5:39 pm