



IFMA Airport Facilities Council  
Business Meeting Minutes-Council Call  
July 10, 2019, 3:00 pm EST

**Attendees**

John Means	President, Atlanta-Hartsfield
Stuart Mathews	Past President, Port of Seattle
Cecile Ridings	Secretary, Kenton County Airport Board
Ellen Crews	Treasurer, Woolpert
Joshua Amos	Components Liaison, IFMA

- I. Review & Approve Meeting Minutes, June 4, 2019.** Ellen motioned to approve the June 4, 2019 meeting minutes as presented. John seconded that motion, all approved. Stuart will post these minutes to the council website.
- II. Finance,** Ellen had sent out the 2019 Fiscal Year End statements.  
Beginning Balance \$83,798.59  
Revenues \$28,157.63  
Expenses \$15,532.09  
Ending Balance \$96,424.13
- III. 2020 Fiscal Year Budget,** The proposed, draft FY2020, budget was forwarded to the board for review. Ellen stated that as part of our annual recertification she has to present IFMA our council budget. After some discussion Ellen was to make a few changes and she will e-mail out for review and the board members can approval the 2020 Fiscal Year Budget in e-mail responses.
- IV. AirFC of IFMA Newsletter**  
Cecile stated that Scott Smith with OSISoft did a fantastic job on the newsletter and asked if anyone had sent him any articles or information he can use on the next newsletter. Everyone mentioned that they had great responses back on the newsletter however they had not yet sent anything to Scott for the next one. John will begin working on his Letter from the President and get that to Scott. Discussion on allowing our sponsors to add an article. The Council will discuss again how to get the word out to members that we would like to post accomplishments, achievements and successes by our members either on the website and/or the newsletter. Cecile to contact Scott to see if he had any responses back from our sponsors that he had made contact with earlier.
- V. Memberships/Scholarships**  
Ellen stated that she did mail a check to IFMA Foundation for two student scholarships at \$3,000 each and to cover their travel costs to World Workplace for a total of \$10,000. As for current memberships there are no updates. Cecile stated that due to some growth in her department at CVG she is budgeting for two additional memberships for 2020 and she is aware of one in their Facilities department that is budgeting for 2020.
- VI. Website**  
Stuart stated he will post the minutes just approved and will post any awards or accomplishments by members to the site. Simply send him items we see that we want to post.



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**VII. World Workplace Conference**

Discussion on presentations for the half day event and to reach out to a sponsor that maybe did not present at the Spring Conference, the host airport, and members. Stuart had a contact from Phoenix reach out to him and he will contact her to inquire about a presentation from them. He knows that they will have several in attendance at that meeting. Joshua stated that our room for our meeting at the Convention Center will be Room 123. John will begin working on the agenda.

**VIII. Other Business,** Some discussion on the Spring Conference Survey.

There being no further business before the Council the meeting was adjourned at 3:38 pm EST.