



IFMA Airport Facilities Council
Business Meeting Minutes-Council Call
May 20, 2020, 10:30 am EST

Attendees

John Means	President, Atlanta Hartsfield International Airport
Troy Donahue	Vice President, Houston Airport Systems
Stuart Mathews	Past President, Port of Seattle
Ellen Crews	Treasurer, Woolpert
Cecile Ridings	Secretary, Kenton County Airport Board
Shantel Woods	Council Member Chair, Houston Airport System
Joshua Amos	Components Liaison, IFMA

I. February, March and April Meeting Minutes, all three sets of meeting minutes were distributed for review the week prior to this meeting. John motioned to approve all three meeting minutes as presented, Troy seconded, all in favor, so approved February, March and April meeting minutes. Stuart to post to the website.

II. Financial Statements, Ellen had forwarded to the Board the financial statements on May 4th for month end April 30, 2020 and summarized here.

Beginning Balance \$92,592.34
Revenues \$330.27 (Membership dues and Interest Earned)
Expenses \$0
Ending Balance \$92,922.61

Prior to this meeting Ellen forwarded all the 2021 Budget for review. Due to the COVID-19 we are expecting some reduced participation at WWP and Spring Conference. Council agreed to continue two annual scholarship awards and the \$2000 member educational / credential reimbursement.

John motioned to approve the 2021 Budget, Troy seconded, all in favor and approved.

III. Newsletter Discussions: Discussion to forward Scott some promotions for WWP and our next meeting in Chicago.

IV. Memberships/Scholarships, Council will be continuing the two 2020 Foundation scholarship awards and put a link on our website to the application. This year's deadline for the Foundation scholarship has passed. Shantel and Troy are waiting for the applicants for 2020 to go through so they can begin their process for award at World Workplace in Chicago.

V. Council Website, Stuart updated the website with the COVID-19 webinars they have had but was missing a few. Joshua to forward them however there was one that did not record. All handouts have been uploaded.

Discussion to set up a page with past meeting and event pictures.



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- VI. World Workplace 2020, Chicago,** Discussion about WWP this year. IFMA sent out a survey and it appears that they had enough participation and interest that the event is still being held. We do expect participation to be reduced. As we get closer to the event, we will reconsider our needs based upon information related to COVID and possible attendance.
- VII. 2020 Council Elections,** Joshua will forward out this week a call for nominations since our elections are due in July of this year. Discussion on possible nominations and interest in the positions.
- VIII. 2021 Spring Conference,** Ellen had sent Greg Nowakowski, Sacramento, a few of the past spring conference survey reports and budget spending so he has a ballpark figure for planning of the 2021 Spring Conference.
- IX. Sponsorship Updates,** Ellen will get the annual invoices out to the sponsors for this year and we hope to retain our sponsorships.

There being no further business before the Council the meeting was adjourned at 11:15 am EST.