



IFMA Airport Facilities Council
Business Meeting Minutes-Council Teams Meeting
February 10, 2021, 10:30 am EST

Attendees

Troy Donahue	President, Houston Airport Systems
Ellen Crews	Treasurer, Woolpert
Cecile Ridings	Secretary, Kenton County Airport Board
Shantel Woods	Council Membership Chair, Houston Airport Systems
Greg Nowakowski	Sacramento Airport
Joshua Amos	Components Liaison, IFMA

January 13, 2021 Meeting Minutes, The January 13, 2021 meeting minutes were distributed for review. Ellen motioned to approve the minutes, Shantel seconded, all in favor, so approved. Cecile to forward to Stuart to have posted to our website.

Financial Statements, Ellen had forwarded to the Board the financial statements on February 1, 2021 for month ending January 29, 2021 and summarized below. Cecile motions to approve as presented, Troy seconded the motion, so approved.

Beginning Balance \$108,436.92
Revenues \$0.26 (Interest Earned)
Expenses \$0.00
Ending Balance \$108,437.18

Membership, nothing new to add

Newsletter, Cecile stated that since our last meeting she has sent Scott a few items or links. She hasn't heard back from him and will try to make contact to check on the newsletter and when it should go out.

Other Items: Discussion on the addition of a classified section for any airport management job postings and how to set it up. All thought it would be a good idea for any management or above openings. Joshua will get with Stuart to get it added to the Resource tab. There was some discussion on keeping up that information and not really knowing what time would be involved in keeping it up.

2021 Spring Conference, Ellen has two platinum sponsors to speak, EDI and Johnson Controls that have agreed to presenting at the conference leaving us two additional presentation spots available if Sacramento takes the others.

Greg has been working with their airport leadership and they are requesting opening speaker time for their director, they currently have presentation for a new ARFF Facility and another for a solar project. Looking at putting someone at the end to conclude and talk about the future and upcoming projects at Sacramento.

Ellen showed the draft agenda and Cecile mention that if they had an opening presentation spot that CVG is going to prepare a presentation for the Cincinnati Chapter of IFMA and whom presents can also present



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for Airport Council or she has two presenters that have agreed to for Cincinnati and she could have one for Cincinnati Chapter and the other for the Airport Council. Ellen penciled that in the agenda.

Ideas and discussion on giveaways. Troy had an idea of giving out something hourly. Also discussion on Uber Eats gift certificates for registrants that some other virtual events have done. Ellen stated that she just received a Uber gift certificate for one she attended. Greg to send Ellen some of the ideas they were discussing to make sure they were within budget. Ellen sent via e-mail the budget for the 2021 Spring Event.

Virtual Conference Platform discussions: Greg stated that one called OpenWater was a top end and very expensive platform however you get help setting it up, with presentations and live assistance. Attendify is less expensive and it links pre-recorded videos to YouTube. Joshua stated the Utility Council used WebEx and it was free. Discussion on contracts, the length of time for the service, what are we buying, etc.

Greg stated that they are meeting next week at Sacramento to discuss further and should have more information then.

Greg asked about a Survey to ask about interest in the virtual event and if council members would attend.? Joshua to review the survey that went out for WWP and adapt it to Airport Council.

There being no further business before the Council the meeting was adjourned at 11:18 am EST.