



IFMA Airport Facilities Council  
 Business Meeting Minutes via Teams  
 September 8, 2022, 10:30 Eastern Time

**Attendees**

Troy Donahue	President, Houston Airport System
Bruce Arnold	VP, Salt Lake City International Airport (absent)
Ellen Crews	Treasurer, Woolpert
Shantel Woods	Council Membership Chair, Houston Airport System
Cecile Ridings	Secretary, Cincinnati Northern Kentucky International Airport
Joshua Amos	Components Liaison, IFMA
John Means	Past President, Jackson Municipal Airport Authority

**Monthly Meeting Minutes:** The August meeting minutes needed to be reviewed a final time before motion to approve. Cecile to resend out the August minutes to approve at our October meeting.

**Elections:** Discussion on what nominations have been received so far and the VP position has not yet been accepted. We haven't had a response from the nominee. Troy or John to reach out. Joshua to leave it for about two weeks and then close it out. We can announce it at our WWP meeting.

**Financial Statements,** Ellen submitted the financial statements to the Council Board for the month ending August 2022. This report is summarized below.

**Snapshot of Financial Activity - Month Ending 31 August**

Previous Balances	Credits	Debits	Ending Balances
\$ 30,854.09	\$ 3,560.00	\$ -	\$ 34,414.09
\$ 65,304.43	\$ 2,000.06		\$ 67,304.49
		<b>Total:</b>	<b>\$ 101,718.58</b>

Credits (deposits) include:

- Interest earned
- Membership dues
- Spring Conference Registrations
- Annual Sponsorship

Debits reflect:

NA

**Sponsorships.** Ellen stated that she has only received payment from 2 of our sponsors. She is getting confirmations but hasn't received payment. We reviewed the different levels and Ellen decided that it may need to be updated. The formal program goes up to \$2K



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**World Workplace 2022: Nashville TN September 28-30:** Ellen stated that she needs to get the confirmation on the meeting room for our meeting so we can get an announcement out to all. Joshua to follow-up. Troy to contact Nashville to see if they are attending and would like to speak at the meeting that Tuesday. Thursday the scholarships will be awarded. Troy to reconfirm our scholarship winners will be in attendance at our meeting Tuesday morning.

Joshua asked to have the screen put in our meeting room and we can use one of IFMA projectors. Once he gets the information it won't take long to put together an e-mail to notify all Airport Facilities Council members of our meeting, room, times, and agenda.

There being no further business before the Council, the meeting was adjourned at 11:00 am Eastern.

Next meeting will be in person at WWP on September 27<sup>th</sup>