



IFMA Airport Facilities Council  
 Business Meeting Minutes via Teams  
 December 8, 2022, 3:00 pm Eastern

**Attendees**

Bruce Arnold	President, Salt Lake City International Airport
Mike Tasker	VP, Seattle-Tacoma International Airport
Ellen Crews	Treasurer, Woolpert
Cecile Ridings	Secretary, Cincinnati Northern Kentucky International Airport
Troy Donahue	Past President, Houston Airport Systems
Joshua Amos	Components Liaison, IFMA

**Monthly Meeting Minutes:** November 2022 Minutes were distributed for review: Mike motioned to approve the November board meeting minutes, Ellen seconded, all in favor, so approved.

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

**Snapshot of Financial Activity - Month Ending 30 November**

Previous Balances	Credits	Debits	Ending Balances
\$ 39,193.94	\$ 1,447.35	\$ -	\$ 40,641.29
\$ 67,310.50	\$ 4.48		\$ 67,314.98
		<b>Total:</b>	<b>\$ 107,956.27</b>

Credits (deposits) include:

- Interest earned
- Annual Sponsorship proceeds TD Industries

Debits reflect:

NA

**Sponsorships;** Literally just after the close of our last meeting, we were notified that TD Industries was now a new sponsor for the airport council. Waterblasting has also renewed, Ellen has their payment to deposit yet.

**Newsletter:** Cecile asked if anyone had heard from Scott or if she had somehow missed the most recent newsletter. Bruce stated he sent the president's letter, Ellen stated she sent a few updates, Cecile stated that her last e-mail from him was that he would have the newsletter out about 6 days after receiving the president's letter. Cecile will follow up with Scott.



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**Spring Conference 2023, Phoenix May 3, 4 and 5<sup>th</sup>:** Joshua asked about an agenda for Spring Conference. Ellen only has two sponsors that want to present, and she can create a draft agenda with spaces yet to be determined. She will need to get that in front of Gary at Phoenix to see what spaces they want to fill. Joshua would like the agenda early January so that when he sends out the e-mail blast to all and save the dates, they have the agenda. Most all need that agenda for travel approvals. Ellen to send it and we can fill in the spots as we go.

Bruce stated that Gary from Phoenix has the event night out being at Top Golf. Ellen thought he was looking for Bruce to sign the contract and send it back. Bruce wasn't aware of that but would get that done right away and send it back to Gary. Ellen can then make the deposit. They are asking for half the amount up front. She must contact the salesperson and arrange those payments once they receive the contract.

**Other:**

- No other topics of discussion

There being no further business before the Council, the meeting was adjourned at 3:14 pm Eastern. Next meeting is scheduled for January 12, 2022.