



IFMA Airport Facilities Council  
 Business Meeting Minutes via Teams  
 May 11, 2023, 3:00 pm Eastern

**Current Board**

Bruce Arnold, President, Salt Lake City International Airport	Mike Tasker, Vice President, Seattle-Tecoma International Airport
Troy Donahue, Past President, Houston Airport Systems	Cecile Ridings, Secretary, Cincinnati/N. Kentucky International Airport
Ellen Crews, Treasurer, Woolpert	Shantel Woods, Council Membership Chair, Houston Airport Systems

**Attendees**

Bruce Arnold, Mike Tasker, Troy Donahue, Ellen Crews, Shantel Woods, Joshua Amos-Components Liaison, IFMA

**Spring 2023 Conference, Phoenix May 3, 4 and 5<sup>th</sup> Follow-up Discussions**

- **Daily Surveys**, Ellen compiled the surveys and ranked the sessions, then distributed them to the board. Overall, the surveys were great, possibly next year add space for comments.
- **Registration Process**: Updating the registration process and exploring Square.
- **Updating the registration form**:
  - Name wanted on badge,
  - Additional guest for events and possibly what additional charges should occur.
  - Increase the cost of the conference to include cost of a polo separate from the attendee gift.
  - Ellen to send out a draft registration.
  - Sponsorship level
- Close out, maybe the hosting airport describe their experience and motivate the group for the next year airport hosted event and hope to get more airports hosting
- Suggestion to move the town hall to the first day to help facilitate conversation among members during the remainder of the meetings.
- Suggested to introduce by Airport as a group vs individually and then to recognize new member airports in attendance.
- Discussed the need to update credentials scholarship form to include- to the effect, only if the company did not pay for the training. Not allowing double dipping.



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- Discussion on possible volunteers to assist the board or to fill positions we have discussed opening as part of the council board,
  - Jill Geboy
  - Allen Dishman

There being no further business before the Council, the meeting was adjourned at 3:56 pm Eastern.

Next meeting is scheduled for June 8, 2023.