



**Business Meeting Minutes
November 9, 2023, 3:00 Eastern**

Executive Committee

Bruce Arnold, President, Salt Lake City International Airport
Mike Tasker, Vice President, Seattle-Tacoma International Airport
Troy Donahue, Past President, Houston Airport Systems
Ellen Crews, Treasurer, Woolpert
Cecile Ridings, Secretary, CVG Airport Authority

Chair Members

Shantel Woods, Membership Committee Chair, TD Industries
Cynthia Smith, Technology Committee Chair, Phoenix Sky Harbor International Airport

IFMA Components Liaison

Joshua Amos

Meeting Attendees

Mike Tasker, Troy Donahue, Shantel Woods, Cecile Ridings, Cynthia Smith, Joshua Amos

Financial Statements:

Ellen distributed the monthly financial statements to the Council Board for the month ending October 31, 2023, summarized here.

Snapshot of Financial Activity - Month Ending 31 October 2023

Previous Balances	Credits	Debits	Ending Balances
\$ 43,573.89	\$ 5,747.20	\$ 313.33	\$ 49,007.76
\$ 69,162.85	\$ 6.08		\$ 69,168.93
		Total:	\$ 118,176.69

Credits (deposits) include:

- Membership dues
- Interest earned
- Annual Sponsorships (Arora/EDI, PSM2, Trimble)

Debits:

- Credit card processing fees
- World Workplace Board-hosted evening social

As always, you can see on the statements that I transfer \$100 from one account to the other.

Monthly Meeting Minutes:

- The September WWP meeting minutes were distributed for review prior to the meeting. There being no additions or corrections, upon motion by Troy Donahue and second by Mike Tasker the WWP minutes were approved as distributed.
- The October meeting minutes were distributed for review prior to the meeting. There being on



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additions or corrections, upon motion by Cecile Ridings and second by Troy Donahue the October meeting minutes were approved as distributed.

New Chair Positions : Possibly stagger bringing them on the board.

- Cynthia Smith brought in this month as Technology Committee Chair.
- Kenny Durrett with TD Industries has volunteered for Benchmarking Chair, maybe next month or January bringing him on.
- Events chair, another possibility to assist with the events

Spring Conference Seattle 2024:

- Seattle is working on venues, social events, presentations.
- Draft Agenda to be out January so members can get travel approvals.

Other Items,

- Discussion on the newsletter and the website, Joshua to work with Cynthia on updating the website.

There being no further business before the Council, the meeting was adjourned at 3:30 pm Eastern.
Next meeting is scheduled for December 14, 2023.