



ASSOCIATION OF CALIFORNIA AIRPORTS

Board Meeting Minutes
Sacramento Executive Airport
Friday, November 12, 2005

Board Members Present:

Tom Weil, President
Mark Bautista, Past President
Jerry Martin, Vice President
Mary Hansen, Secretary/Treasurer
John Pfeifer, Corporate
Mike Shutt, Corporate
Steve Bultman, Corporate

Board Members Absent:

Mark Kranenburg
Rod Probst
Ken Robbins
Mario Cifuentez
Steve Birdsall

Guests/Members

Mary Frederick, Interim Division Chief
Carol Ford

Welcome

The meeting was called to order by Tom Weil at approximately 10:10 am. It was noted that Board Member Mark Kranenburg, Riverside, has left his position and moved away. This will leave a vacancy on the ACA Board and will be discussed at a later meeting.

Minutes

*A motion was made by Steve Bultman to approve the minutes from September 22, 2005.
It was seconded by John Pfeifer and unanimously carried*

Old Business

Update to ACA Charter

A number of minor changes to reflect the current ACA practices and to correct inconsistencies were discussed. The updates will be made to the document and provided to the membership for a vote of approval by posting on the website. The new charter will become effective on January 1, 2006.

The bylaws discuss providing the membership with a newsletter. It was discussed among the board and guests to post news on the website and direct members by email to the site for new information.

In reviewing the classes of membership, it was discussed about selecting someone for the honorary membership category. It was pointed out by board members that a change in the bylaws would be needed to implement a policy of recognizing someone with this distinction.

A motion was made by Steve Bultman to change the bylaws to implement a policy that the Board would annually select an individual to receive an honorary membership based on their contributions to aviation. It was seconded by Mike Shutt and unanimously carried.

Board members recommended Steve Irwin be selected. The Board will introduce the idea for next meeting and vote on Steve's selection.

Under committees, it was decided to eliminate the communications committee and put its functions under the legislative committee. It was also decided to eliminate the budget committee as that is a function of the Past President, along with eliminating the land use committee and the airport aviation committee. It was suggested that possibly a security committee could be added with security at G.A. airports coming upfront on TSA's radar once again.

Membership was then discussed. Mary Hansen reported that there are currently 175 total members made up of 108 airports and 67 consultants or others. She also provided membership lists with a comparison to those not participating from the state's list in order to begin marketing ACA to the other airports. It was agreed to make all airports from now until June 30, 2006, complimentary members in an attempt to get their interest. That gives them 6 months time to see what we offer. A members only section that will remain "open" during that time will be improved and more information added so that those not members can see the benefit. After July 1, access would be limited to "members only."

Division of Aeronautics Update

Mary Frederick, the interim Division of Aeronautics Chief, gave a brief description of her background. She is a civil engineer, project manager, and is participating in the Caltrans Executive Development Program. This is her third assignment. She has done considerable work in employee relations and customer service, along with serving as project manager coordinator in a number of highway and bridge projects. She became the Division Chief on October 11 and is expected to remain in this assignment for 2-3 months. The applications for the permanent chief were due on October 31.

The Board broke for lunch at approximately 11:45 am

Tom called the Board back to order at approximately 1:15 pm.

New Business

Fall Conference

John Pfeifer discussed the need for three policy statements after having to deal with a number of unexpected situations at the recent conference:

- One for exhibits and demonstrations
- One for sponsors – what they can and cannot do, bring, offer, etc.
- One on who pays registration – speakers, exhibitors, FAA, state, etc.

Topics discussed for consideration at the 2006 conference:

- Security plans
- GIS
- GPS – impacts on airports
- Data Collection from transponders
- Compliance – minimum standards
- FAA Update – FAA Issues
- NEPA
- Caltrans Update
- Commercial Property Management for the Airport Manager
- How to "short" sessions (i.e. tax assessments)

The Conference Committee was named to include John Pfeifer, agenda; Mary Hansen, registration and conference materials, Steve Bultman, sponsorships. Jerry Martin volunteered to be on the committee.

PAC Status

The PAC was readdressed to determine if ACA should continue. Carol Ford indicated that fund raising on the ACA side has been a problem as there has been none. A criteria on funding needs to be developed to help work on this problem. Carol also re-emphasized the need for her to get information from airports on businesses that use their fields. She can then work on getting their support rather than have the airport manager approach the business.

Strategic Plan

Tom Weil went through the Strategic Plan to suggest some minor changes and to reaffirm its contents.

Committee Reports

TACA

John reported on recent meeting and advised the Board that he is now chair of the committee. John indicated that the committee will make recommendations to support legislation that will provide a more stable funding source for airports – jet fuel, firewall, land use strengthening, and more research to retroactively fund airports from state funds.

Corporate

There was no report.

General Discussion

Mark Bautista reported that an FAA sponsored forum was scheduled for Monday, November 14, concerning a policy guidance paper on land leasing. Land releases are the only subject on the agenda. He will attend and report back to the board and membership on what he learns.

The next Board meeting will be held February 10, 2006, Sacramento Executive Airport., beginning at 8:30 am to 12 noon. This will allow members to then attend the TACA meeting held from 1:00 pm to 3:30 pm, same location.

Additional meetings tentatively planned are one in May, date TBD, June 15 and August 9 in conjunction with the TACA meetings...beginning at 8:30 am. These dates will be confirmed at the next meeting. A conference committee meeting will be scheduled in August and the final board meeting will be held in conjunction with a general membership meeting at the 2006 Fall Conference.

There being no further business, the meeting was adjourned at approximately 2:40 pm.

Submitted by

Mary A. Hansen
Secretary

Approved: _____

Date: _____