

# Georgia Business Aviation Association Board Meeting Minutes- June 14, 2005

## Global Aerospace Offices – Atlanta, GA

### Board Members in Attendance:

Vickie Adams  
Jeff Agur  
Scott Beale  
Terry Britt  
Mark Molloy  
Harry Nuttall (via phone)  
Bill Shaw  
Dave Small  
Mark Watkins

### *Guests:*

none

**(All Action Items in Red.)**

### **1. Welcome and Introduction of Guests**

The meeting held at the Global Aerospace offices in Buckhead. The meeting was called to order at 9:30AM. Dave Small welcomed all members and began by welcoming and congratulating new members. A discussion also ensued about the success of the golf tournament in May. All feedback from players, members and sponsors was very positive.

### **2. Review and Acceptance of Prior Meeting Minutes**

Jeff Agur, Secretary, submitted the minutes from the May 13 meeting. The motion to accept was presented by Vickie Adams and seconded by Terry Britt.

### **3. Treasurer's Report**

Vickie Adams, Treasurer, provided the current balance of all accounts as our next item of business. Balance of the checking account is \$596. The scholarship account balance is approximately \$6000. Vickie stated that the depletion of the checking account is due to a number of expenditures related to the golf tournament and awaiting receipt of outstanding receivables from players, sponsors and members. Vickie estimated the current accounts receivable to be in the \$25,000 range while current liabilities are less than \$400. Future liabilities are around \$3000 for the upcoming Luncheon event on August 1. Vickie has submitted invoices for most of the receivables outstanding; additional invoices were given to Dave Small for collection. **Phone calls will be made to follow-up on many of the invoices.** Vickie estimated the majority of the receivables to be collected within 60-90 days.

Vickie re-iterated the problem of golfers not paying before they play and many playing even though they are not current members. This has occurred each year. Some of the collections take nearly a year to complete and take a lot of time and effort. **Terry Britt suggested that he will contact their parent company, Shell, to explore the possibility of credit card transactions for the golf tournament and other events.**

Vickie also stated that the money received for the scholarship fund during the tournament was \$3530. \$2830 in raffle tickets, \$660 from the putting contest, \$50 in donations, \$60 from Mark Hewlett, and \$320 from Mark Watkins.

#### **4. Tax/Money Liability Update**

David shared with the Board an update of the recent developments in the tax liability issue. He discovered in conversations with an accountant that the GBAA is 506.c6 and not 506.c3. Thus, the GBAA is liable for paying taxes if our average combined account balances exceed \$25,000. In addition, all of the scholarship donations are considered income and must be included in our account balances.

Dave stated we are responsible for filing form 990EZ. The deadline was May 15 but an extension has been filed. **David will complete the 990EZ form and report back what our liability is looking like.** In addition, David stated that the GBAA may be liable for back taxes since we have not filed the form ever before.

#### **5. Golf Committee Update**

Additional conversations centered around the results of the golf tournament. Again, the feedback was all very strong.

A review of the financial results was provided for review. In summary, the golf tournament was a breakeven event. Last year, the tournament netted over \$8,000. A number of items were more costly this year such as the catering and the golf shirt package. Even though additional sponsorship money was raised, it was not enough to offset the additional expenses. A discussion was raised about potentially raising the golfer and/or sponsor fees. It was decided to task this to the golf committee for consideration of next year's event. It was also agreed that with two years of data, it would be possible to create a working budget for the next tournament.

Jeff Agur talked the Board through a summary of the Member Survey which was distributed at the golf tournament. Compared to last year, a large number of responses were collected: 41 in all. In general, the feedback on BA in Georgia is positive with a number of common concerns. These common concerns could be used as a foundation for creating committees or seminars in the future. As far as the perception of GBAA among members, it was overall positive but with room for improvement. Specifically, communications, seminars and networking events would bring a lot of value to the members. Relative to the golf tournament, the scores were all strong. There were a number of suggestions in improving the raffle process, the pairings, and removing the

handicapping. Again, these topics will be considered by the golf committee for next year.

Harry Nuttall asked a question about the possibility of using an online payment system such as PayPal for our events and membership dues. **Jeff will research this possibility.**

#### **6. Scholarship Committee Update**

No one was present who could speak about the current events of the Scholarship Committee.

#### **7. Event Committee Update**

Dave reported that he has been in touch with Harry Houckes about the Ed Bolen Luncheon on August 1. To date, the GBAA has paid a \$1000 deposit to Marriott. Menu selections and room arrangements will be made very soon.

In regards to the Emergency Response workshop scheduled for August 10-11, David suggested that we re-evaluate the event given the current financial status of the GBAA. Discussions continued on a number of topics including changing the event to a 1-day event, alternate vendors, various dates, pricing and GBAA's relationship to the event. It was agreed that the event should be postponed to the fall and that the Events Committee will be tasked to explore these options. **Bill Shaw will remain the point of contact with Aviem and communicate the current event status.**

#### **8. Nominating Committee Update**

Terry Britt announced the results of the Board and Officer elections. He stated that the elections went very well.

At this point in time, the Nominating Committee is down to two members. Terry nominated Bill Shaw to join the committee, Bill accepted, the motion was seconded by David Small. David Small nominated Terry Britt as Chair, Terry accepted, the motion was seconded by Vickie Adams.

#### **9. Membership Committee Update**

Jeff Agur shared with the Board a copy of a Membership Study Report. The report was generated from a list of current members provided by Vickie Adams. The report helped define the GBAA membership. It also compared the existing GBAA membership to Georgia's NBAA members. The result was that there are a number of opportunities to grow the membership within Georgia. Also, the GBAA has an opportunity of better retaining the existing membership. The Board discussed the objective of growing the membership by contacting current NBAA members. Jeff will contact Harry Houckes to see if a contact list is available electronically. This could also be important as the Membership Committee enhances its communication with members.

Jeff is also working to import all the membership information into an electronic database.

## **10. NBAA Update**

Harry Houckes was not present and no NBAA update was presented.

## **11. Selection of New Committee Members**

The Board discussed the roles and participants of the 2005-2006 Committees. The following are the committees and their members

### Membership Committee

- Scott Beale (Chair)
- Vickie Adams
- Jeff Agur
- Mark Molloy

### Nominating Committee

- Terry Britt (Chair)
- Don Clevenger
- Bill Shaw
- Mark Watkins

### Scholarship Committee

- Bill Shaw (Chair)
- Scott Beale
- Bruce Egart
- Johnny Foster
- Mark Molloy

### Event Committee

- Jeff Agur (Chair)
- Vickie Adams
- Bruce Egart
- Harry Nuttall
- Dave Small

### Golf Committee

- Dave Small (Chair)
- Vickie Adams
- Jeff Agur
- Terry Britt
- Johnny Foster
- Mark Molloy
- Harry Nuttall
- Mark Watkins

David Davidson and Don Clevenger were absent. **Jeff will contact them relative to their participation on the various committees.**

## **12. New Business**

David Small reported that Cox is working with FTY to improve their fencing system. In April, one of Cox's Hawks hit two deer on the runway during landing. Luckily no one was hurt (except for the deer) and there was relatively minor damage to the aircraft. As a result, FTY will be installing an electric fence internal to the existing fence.

The meeting adjourned at 12:00. The next Board meeting is on July 12 at Southern Company.