

# Georgia Business Aviation Association Board Meeting Minutes- February 21, 2006

## Cox Hangar – Atlanta, GA

### Board Members in Attendance:

Vickie Adams  
Jeff Agur  
Terry Britt  
Bruce Egart (via phone)  
Johnny Foster  
Harry Nuttall  
Dave Small

### *Guests:*

Harry Houckes

(All Action Items in Red.)

(All Resolved Items in Green)

### **1. Welcome**

Meeting was called to order at 9:35 am at Cox. Due to last minute schedule conflicts, the meeting was relocated to Cox. Thank you to all for their flexibility.

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

Meeting minutes from last meeting of January 17 at Cox were motioned for approval by Terry Britt and seconded by Harry Nuttall. The minutes will be placed into record.

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

Treasurer, Vickie Adams provided a report on the current financial state of the organization. Current checking balance is \$32,544.13. The scholarship account has \$10,052.25 as a balance. An accurate receivables figure was not available. Membership checks have been coming in but need to be reconciled with the renewal notices mailed before year end. **Jeff will tally the current membership receipts and provide to Vickie.** Pending payables include approximately \$3000 to Marriott for the Tax Session and various golf expenses.

Vickie inquired about a new membership check from Lord, Bissell attorneys. The amount was for \$4000. No one knew of the origin or why the amount was so large.

**Vickie will follow-up with Lord, Bissell.**

### **4. 2006 Budget**

Dave stated that he would not like to present the budget for approval at this meeting. There are a few line items which he would like to research further. One line item still

remaining is the tax liability. Dave is still trying to speak with our accountant. Another line item was the administrative support for 2006. Additional discussion ensued. See the agenda topic "Administrative Support" below for additional details.

### **5. Event Committee Update**

The Event Committee presented an update of its activities.

The February 9 Tax Session went over exceptionally well. The session ended up with 45 attendees. The cross-section of attendees was estimated at 40% airport personnel and 60% downtown (finance, accounting). We received a number of compliments on the session. The Marriott did a fine job. The food was very good; the room was nice except that it was cold. The location seemed to work well. The speakers also did a fine job. Overall, a very good session to gain credibility for the GBAA.

The March 29 ATC Luncheon is shaping up. Dave and Jeff met with some of the local FAA staff. Doug Molin and Michael Ogles are slated to speak to our membership. They are strong presenters. Also planning to attend and supplement the content are Bob Lamond and Harry Houckes from NBAA. Some initial topics have been discussed to include regional airspace procedures, Hartsfield and the impact on outlying airports, and the new airspace flow management system. Jeff, Dave, Harry and Harry will conduct a conference call with FAA next week to coordinate some additional details. Harry Houckes provided a draft of the NBAA Update entry to appear twice in March.

Bruce Egart talked the Board through the planned Safety Day. Currently, Bruce has been contacting numerous speakers and soliciting various topics. A number of great ideas have been discussed. The biggest issue as far as commitment by speakers is to finalize a date. The Board suggested the week of August 21. Firm dates will depend on venue availability. **Jeff and Bruce will visit a few Atlanta venues during the week of March 6.** These will include Marriott Century Center (same as Tax Session) and the Georgia International Convention Center (near Hartsfield).

### **6. Membership Committee Update**

No formal report available from the Membership Committee. Jeff estimated the current membership to be around 40 (at January 1, all memberships expired and we started over at zero). **Jeff will summarize the membership renewals.**

### **7. Golf Committee Update**

Dave provided a report of the latest Golf Committee activities.

Captain Al Haynes has been booked as the speaker for the golf tournament. Mark Molloy and Coke have been instrumental in arranging the details. **Mark and Dave will continue to coordinate travel and accommodations for Captain Haynes.**

A discussion centered on the use of 27 holes and how the tournament player flow should occur. The issue was making the tournament scoring fair. Dave will visit the club pro to inquire how past 27-hole tournaments have been set up.

The Wyndham room block has been reserved. Mark Watkins did a nice job of getting the block and the rate negotiated. Wyndham will provide a shuttle between the hotel and the golf course. The details will be included on the sign-up form and posted on the website soon.

The Nike golf package is being finalized by Dave. Currently, it looks like the package will include a shirt, a shoe bag tote, and a visor. The cost is estimated to be \$55/package. For each 100 ordered, Nike will donate a golf club to be raffled. Considering number of expected players and volunteers, Dave is suggesting to order 200 packages.

Discussions of payment options was discussed. To make the payment of registration fees as simple as possible, a few options will be researched. **Jeff will explore the idea of PayPal.** This option was previously investigated but no decision was made. A small transaction fee will be assessed. Jeff is aware of another regional association using PayPal and will contact them. Another option is credit card payment at the golf venue. **Vickie will contact SunTrust to explore credit card processing.**

## **8. Scholarship Committee Update**

No update was available from the Scholarship Committee.

## **9. New Business**

Administrative Support – Since last meeting, Jeff distributed a draft copy of a job description for the role of GBAA Administrative Support. The role was defined to manage items such as Board meetings, membership database, event coordination and some marketing. The feedback on the description was positive. Further discussions centered on the type of position (hourly, salary, work by committee, etc) and the type of person (stay-at-home mom, full-time person looking for additional evening work, etc.). The Board agreed to form a small committee to research this further. The committee includes Jeff Agur (Chair), Vickie Adams, Dave Small and Terry Britt. Harry Houckes also suggested there is a company which provides admin support to organizations such as GBAA. Harry will research and forward the information.

NBAA Update – Harry Houckes provided an update on the recent NBAA happenings. He stated the Contact Congress promotion is critical at this point due to issues such as the Highway Bill. He has asked the GBAA to distribute a letter to the membership to push the Contact Congress agenda. Harry had a form letter which addressed the issue. **Harry will forward the letter to Jeff who will forward it to the membership.** Harry went on to discuss the topic of regional forums and the 2007 Convention in Atlanta. At this point, there are no plans to host a regional forum in Atlanta. This is driven by the fact that the Convention will be in Atlanta next year and the idea of the regional forums is to hold

them in areas where the Convention is not to appear. On the Convention side, the details for the Atlanta Convention are early but it looks like the static display will be held at FTY. PDK will serve as the overflow airport.

The meeting adjourned at 11:50. The next Board meeting is on March 21 at AFLAC.