

Georgia Business Aviation Association Board Meeting Minutes- April 18, 2006

Southern Company Hangar – Atlanta, GA

Board Members in Attendance:

Vickie Adams
Jeff Agur
Scott Beale
Don Clevenger
David Davidson
Bruce Egart
Johnny Foster
Mark Molloy
Harry Nuttall
Bill Shaw
Dave Small
Mark Watkins

Guests:

Frank Bell

(All Action Items in Red.)

(All Resolved Items in Green)

1. Welcome

Meeting was called to order at 9:35 am at Southern Company. Dave Small introduced our guest, Frank Bell. Frank has been nominated to be considered a future Board Member of GBAA. He is currently working with FlightWorks and looks forward to serving the GBAA membership.

2. Review and Acceptance of Prior Meeting Minutes

Meeting minutes from last meeting of April 21 at BellSouth were motioned for approval by Dave Small and seconded by Vickie Adams. 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 \$37,860.37. The scholarship account has \$10,102.25 as a balance. The only pending payable is \$154.50 for speaker gifts at the ATC Luncheon. There are numerous payables expected with the upcoming Golf Event. To cover the \$15,000 in scholarship awards, Vickie motioned to transfer \$5500 from the scholarship account to the checking account. The motion was seconded by David Davidson and voted a unanimous "yea." Vickie will transfer the funds later this week.

Additionally, Vickie asked for the scholarship names and dollar amounts. **Bill Shaw will provide the information after the Scholarship Committee completes their selection after the meeting. Vickie will create the large checks to be given at the reception.**

For credit card processing, Vickie is scheduled to meet with Wachovia for training and to pick-up the machine after May 1.

4. 2006 Budget

The current and updated budget was reviewed. It was agreed to keep this as a working document through May.

5. Event Committee Update

The Event Committee presented an update of its activities.

The March 29 ATC Luncheon was accepted very well. There were 47 attendees total. The topic was very timely and we continue to get lots of good feedback from those who attended. The committee and Board agreed to hold regular FAA forums on an annual basis.

Bruce Egart and Jeff Agur presented an update on the planned Safety Day. The draft agenda was reviewed. Proposed are eight speaking slots at 45 minutes each (30 minute presentation with 15 minute Q&A). Bruce has confirmed and booked four slots. We have received interest and have been in touch with other speakers for the remaining slots.

The original venue and attendance was targeted for the Georgia International Convention Center with 150-175 attendees. Upon review of the contract, the GICC is going to be cost prohibitive. The Board discussed the number of attendees and agreed that 150+ may be biting off more than we can chew on the inaugural event. **Bruce and Jeff will search the Atlanta area for more cost-effective meeting space for 100+ attendees.**

The concept of Safety Day attendee fees was discussed next. Originally, the idea was to provide this event for free. However, looking ahead to 2007 and reviewing the budget, Bruce and Jeff suggested a nominal attendance fee to build the coffers back up for scholarship and operating budget. A fee of \$75 per person was suggested. Compared to events such as CASS (\$650+), this event will be a bargain. All agreed.

To boost attendance, a number of suggestions were provided.

- Offer fee seats to scholarship winner and schools (**Bill will extend invitations**)
- Can we offer an IA renewal in conjunction? (**Bruce will research**)
- Can we offer CAM certification points? (**Jeff will contact NBAA**)

Bruce and Jeff will have updated information and suggestions based on the input from the Board. The update will be available at the May 5 meeting.

6. Membership Committee Update

Scott Beale provided an update on the Membership Committee. To date, the membership stands at 52 members. The Committee will work hard at the Golf Tournament to boost membership.

7. Golf Committee Update

For the golf tournament, Dave met with Flat Creek on 4/17 to go over more of the details. The greens were recently sanded and should be in good condition for our event. **Dave, Tracy and Jeff will be visiting early next week to finalize catering and the reception/dinner details.**

Currently, there are 10 sponsorships available. There are a number of interested parties but no commitments. A new sponsor this year will be Eurocopter. Lance Toland will bring in his helicopter and it will sit at the golf range (behind the golfers).

O’Gara has secured a Ritz weekend package for the putting contest. To draw more people to the contest, a free putt ticket will be provided at registration. Additional putts will be sold at \$10. Golfers will be reminded that all proceeds will be going to the scholarship fund. At the end of the day, the top 5 golfers will be collected for a putt-off. One putt and the closest to the pin wins.

Currently, there are about eight large raffle items collected. Also, most of the goodie bag materials have arrived. There will be a stuffing party on April 26 at 5:15 at the Cox hangar for those who can attend.

Mark will have the trophies delivered next week.

Hotel rooms are booked up at the Wyndham and Hampton. Rooms are still available at the SpringHill Suites about 15 minutes away. **Once the scholarship recipients are identified, Bill Shaw will provide names of those attending the event and hotel reservations will be made.**

8. Nominating Committee Update

Don Clevenger provided an update to the Board on behalf of the Nominating Committee. For this May, we have three positions up for election: Scott Beale’s vacancy, Don Clevenger’s vacancy and David Davidson’s position for re-election. Don provided the names and information on three nominees which include:

- Frank Bell, Pilot, FlightWorks
- Greg Woods, Director of Aviation, Georgia-Pacific
- John Skelton, Chief Pilot, Southern Company

Don motioned to accept the nominations of these four candidates to be voted upon at the members meeting on May 5. The motion was seconded by Vickie Adams. The vote was a unanimous “yea.”

Terry Britt will create the ballot in preparation for the member vote.

Dave thanked Don Clevenger and Scott Beale for all their efforts over the years. Their contributions have been valuable and will be missed.

9. Scholarship Committee Update

Bill Shaw provided an update to the Board on behalf of the Scholarship Committee. Upon review of the applications, the committee received a total of 19 qualified applicants which they are reviewing. A decision and recommendation will be made later that day. A vote will be cast electronically. (Note: after the Board meeting adjourned, the committee made their selection and there were enough Board members remaining for a quorum. The scholarship winners were selected, motioned and approved.)

10. NBAA Update

Harry Houckes was not in attendance and no additional information from NBAA was available.

11. New Business

Administrative Support – The ad hoc committee has looked over a job description and given initial approval. Additionally, a third-party outsourcing company was contacted. Associations Plus is located in Columbia, SC and support approximately 5 associations in SC, including the South Carolina Aviation Association. They provide a number of services from checking mailboxes to event planning to website management. Their efforts with SCAA is a full-service approach and cost \$50,000 per year. The Board agreed that even at half that, it's way too much for the current budget. **The committee will continue to search with the focus on finding someone local and part-time.**

Basecamp – Basecamp is up and running! **Jeff will send account information to everyone this week. Each member is encouraged to review the information and look at the content. At the June meeting, Jeff will provide a detailed tutorial.**

Upcoming meetings were confirmed:

- May 5 – Flat Creek Golf Club – 9AM
- June 20 – Cox
- July 18 – Home Depot
- August 15 - Coke

The meeting adjourned at 12:00.