



KAA Board Meeting Minutes

Date: November 2, 2023

Attendees:

Member	Attendance	Member	Attendance
Ray Sief	Yes	Mark Ostmeyer	Yes
Roger Hrabe	Yes	Brian Palmer	Yes
Corey Keller	Yes	Shelli Swanson	Yes
Scott Wagner	Yes	Matt Jacobs	Yes
Shanna Walker (Academic member)	Yes	Cory Davis	Yes
Brad Parker (BHL)	Yes		

- I. Call to order.
 - a. The meeting was called to order by Scott Wagner at 1:30 p.m.

- II. Approval of the July 6, 2023, minutes.
 - a. The minutes of the September 7, 2023, meeting was approved. Motioned by Matt Jacobs seconded by Mark Ostmeyer and all approved.

- III. Committee Updates
 - a. Conference Committee: Matt Jacobs reported that the conference committee met on Tuesday October 24, 2023. KAA received three responses to the KAA conference RFP Garden City, Topeka, and Lawrence. The committee also discussed holding a joint conference with SCCAAAE. Matt and Scott met with Brad Christopher of the Wichita Airport Authority who sits on the SCCAAAE conference committee. Their proposal was to give any KAA members a complimentary one-year SCCAAAE membership. This would allow KAA members to register for the conference at the membership rate, which right now the early bird rate is \$195.00. There would be no conference expenses to KAA unless KAA held separate functions or something exclusive to KAA. They would arrange for a business meeting space at no cost KAA if needed. Two members from KAA would be allowed to serve on the SCCAAAE conference committee and since Kansas is the hosting state the KAA logo would be recognized on the conference agenda. Also discussed were agenda topics that would relate to all sizes of airports, meaning general aviation, non-hub, commercial service, the entire range of airports attending the meeting. They asked in return KAA help market the SCCAAAE conference. During the KAA conference committee meeting members expressed concerns of not generating the normal revenues collected during the KAA conference which could put KAA in bind for 2025 if no revenues were collected from the 2024 conference. Committee members felt if KAA was a part of the SCCAAAE conference KAA could market their conference pretty well and would bring in members to SCCAAAE conference that would not normally attend. The recommendation the committee suggested was to ask for revenues collected from the KAA membership that possibly would not attend SCCAAAE conference which could equate to roughly \$10,000.00 which would help

offset the revenues not generated from the KAA conference. For the proposals the committee recommended Topeka year #1, Garden City year #2, and Lawrence year #3. Depending on what is decided with the SCCAAAE conference it would possibly look like Wichita 2024, Topeka 2025, Garden City 2026, and Topeka 2027. If not, Topeka would start 2024 with a possible fall date so there would be no competition with SCCAAAE conference. Matt was going to draft a response to SCCAAAE and present it to Brad so that their committee could decide on our concerns to move forward somewhat quickly. Once we hear back from SCCAAAE the board will decide on the future KAA conference's locations. All Board members supported this proposal.

b. Nominating Committee

Mark Ostmeyer reported that there were no new updates. Shelli reported that Corey, Rodger, Shanna and Matt will be up for reelection next year.

c. Legislative Committee Update

Shelli reported that she and Scott met with Cory Davis and Courtney with KDOT. The discussion was to go over the changes with KDOT aviation, projects they have going on and to help them understand what KAA has going on to build on the partnership between KAA and KDOT. In the afternoon Brian and Brad Waller joined to meet with Travis Lowe with BHL. The discussion was to recap efforts with where we are with Senate Bill 272 which was introduced back in February. Shelli gave a brief update of where everything is on Senate Bill 272 and the joint taskforce that was created to report back to Calvin Reed secretary of transportation. It is anticipated that the Secretary will propose some options back to KAA in early December. Travis Lowe with BHL also confirmed that the Secretary was on board with the proposal timeline a that he was expecting to meet with KAA in about a month. Shelli sent out the proposed memorandum of agreement with BHL for the calendar year 2024 starting January 1. The rate was the same as the 2023 contract. Discussion took place on whether it was needed to continue the BHL contract and whether KAA had the financial means to support the effort next year. Brad Waller supported finding ways to fund the movement. Brian expressed concerns about how KAA was going to fund the efforts with the possible revenue from the conference. Brad thought that many of the previous year's supporters would support this year's movement. Shelly proposed going back to corporate sponsors who supported the efforts and include a few more so that the burden was not so heavy and report back to the board at the next special meeting. All agreed to table until more information on funding can be determined.

d. Scholarship Committee: Matt Jacobs reported that the application process for the scholarship fund has been sent out to schools and students. The application deadline is November 30, 2023. Scott reported that the scholarship information is posted on the KAA website.

e. Membership Committee: Matt Jacobs reported that Mark Williams has a membership meeting scheduled for the 20th of November.

IV KDOT Update

a. Cory Davis introduced himself to the board and mentioned that the Director of Aviation position has been posted. He mentioned that he looked forward to working with KAA and continuing with the mission. He concurred with the update that Shelli gave previously in the meeting. Scott thanked KDOT for all their efforts past, present, and future.

V. Treasurers Report

a. Brian reported that there was about \$16,000.00 in KAA's account. Membership dues for next year have yet to be sent out. Once those get sent out the balance will change. There is currently nothing outstanding that would need to be paid. Brian expressed his concerns of the lack of conference possibly next year.

VI. BHL Update

- a. Brad Parker reported on activity they sent out 3 RFQ's/RFP's and 5 e-blasts of other types. He mentioned that the other category seems to be growing lately. Membership revenue for the year was just shy of \$10,000.00 for the year with 73 current members 56 voting, 12 corporate, 2 Nonprofit and 3 associate members. Brain asked about renewal notices Brad said they would be sent the tail end of November or the 1st part of December. Discussion took place on the upping of the contact limit for Wild Apricot which has helped some of the previous issues with people not getting emails. Brad expressed concerns of members creating a new account every year versus renewing existing accounts. People really need to renew existing accounts to not clutter up the system. Shelli mentioned possibly sending a step-by-step guide email blast explaining that when the membership notice goes out. Scott asked Brad if he could report back to the board on some of the data that Wild Apricot would provide such how many emails were opened and other pertinent data that was sent to members.

VII. Upcoming Events

- a. Cory Davis mentioned the date of February 15th for Aviation Day at the Capitol. He was going to confirm and get the information sent back to the board.
- b. Shanna gave a briefing on the scholarship application process and the schools it was sent to. She asked everyone to share the information.

VIII. Other Business

- a. Shelli reported on education opportunities for Airports for KAA to offer additional benefits to their members. This would be a lunch type meeting with someone reporting on Airport topics. This would be similar to what Garver had done a time or two a few years ago. She wanted to get the board's thoughts on if that would be something the board would support. Shelli tasked everyone to come up with topics that would be beneficial to airports and see if this is something we could get started. There would be subject matter experts that would present the information to the membership.

IX. Adjournment Shelli motioned to adjourn the regular meeting Matt seconded all approved.