



KAA Board Meeting Minutes

Date: March 18, 2021

Attendees:

Member	Attendance	Member	Attendance
Jamie Salter	Yes	Jim Jacobs	Yes
Brian Cowles	Yes	Brian Palmer	Yes
Corey Keller	Yes	Shelli Swanson	Yes
Seth Simpson	No	Mark Williams	Yes
Lindsey Dreiling	No	Bob Brock	No

1. Call to order
 - a. The meeting was called to order at 10:02 am by Shelli Swanson

2. Additions/Amendments to the Agenda
 - a. No additions or amendments to the agenda were made.
 - b. Motion to accept agenda was made by Brian Palmer and seconded by Mark Williams.

3. Approval of January 21, 2021 meeting minutes
 - a. Mark Williams made a motion to approve the minutes with Brian Palmer seconding.

4. Membership Update
 - a. It was noted that there is a discrepancy between the membership numbers that BHL are reporting and what Brian Palmer has in his records.
 - b. Brian Palmer explained to the Board that all membership applications and dues are supposed to be going directly to BHL for processing and then turned over to him. This could explain the difference in numbers.
 - c. Jim Jacobs asked Brian Palmer if Abilene had contacted him about membership and Brian responded that he had not heard from them at this time.

5. Financial Review
 - a. Brian Palmer gave a financial update to the Board.
 - b. He stated that sponsorship would be necessary for the Annual Conference in Newton.
 - c. The Board asked Mr. Palmer if he would provide an estimation of the costs for the conference so that different levels of sponsorship could be determined based on contributions. Brian P. stated that he would have that for the Board shortly.
 - d. Mr. Palmer has received the contribution from Garver for the Debbie Giskie scholarship and suggested several ways in which he could keep the money separate from other Association money.

6. 2021 KAA Conference
 - a. Brian Palmer gave a detailed update on where the planning for the conference stands at this point.
 - b. Brian P. has received the quote from Grace Hill for evening gathering and wine tasting. There is no alcohol license for the Meridian Center and it was suggested by Brian P. to seek quotes on bartender services.
 - c. Tickets for free drinks was also brought up by the Board and will be discussed in further detail when more information is obtained.
 - d. Music was also discussed and it was decided by the Board to not have a DJ and instead provide everyone with the opportunity to network and meet new people.
 - e. It was suggested by Shelli Swanson that blocks of available time should start being laid out for the conference. Mark Williams and Jim Jacobs agreed to help.
 - f. Everything is progressing very well and on schedule for the conference.
7. Request for Proposals for Association Management Services
 - a. Shelli Swanson will develop the RFP with Corey Keller's assistance.
 - b. RFP will be received and reviewed by Brian Cowles.
8. KAA Website
 - a. A blog post is available on the website where members can post a variety of topics for discussion.
 - b. Shelli Swanson informed the Board that members could be notified any time that a post is made by changing their settings under the profile tab.
9. Items for Distribution to membership/mass distribution list
 - a. Information on airport grants to be sent out to the distribution list by BHL.
10. Other Business
 - a. It was suggested that the Board meet again in April to discuss the conference again when more details are available.
11. Meeting adjourned
 - a. Meeting of the Board was adjourned at 11:00 am with a motion from Mark Williams and a second from Corey Keller.