



KAA Board Meeting Minutes

Date: July 7, 2022

Attendees:

Member	Attendance	Member	Attendance
Aaron Otto	Yes	Jim Jacobs	Yes
Mark Ostmeyer	Yes	Brian Palmer	Yes
Corey Keller	No	Shelli Swanson	Yes
Scott Wagner	No	Mark Williams	No
		Bob Brock	No

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

- II. Approval of the May 5, 2022, minutes.
 - a. The May 5, 2022, minutes were unanimously approved without change.

- III. Scholarship Committee Report
 - a. Swanson reported that there was discussion from Scholarship Committee members regarding combining both the professional development and academic scholarships this year and seeking applications for one or two professional development awards, potentially \$1,500 for two or \$3,000 for one award to individuals in airport management seeking to obtain continuing education such as AAAE CM or ACE coursework.

The Board discussed this alternative, and questions arose such as would lodging be an eligible expense and what about reimbursement for master's level coursework. The Board agreed to further explore this idea for the 2022 scholarships considering the lack of applicants under the previous attempts for academic scholarship candidates. And, decided to ask the Scholarship Committee to draft up a call for applicants for consideration and further discussion. Swanson to reach out to Committee Chair Oswald to further discuss the draft call for applicants.

- IV. 2022 KAA Conference after action
 - a. The Board reviewed the tabulation of the conference surveys and was pleased to see the consensus among participants was “very satisfied”. There were also a few noteworthy comments regarding topics for future conferences that the Board agreed were helpful to consider in future planning.
 - b. Swanson indicated there were a few more invoices that still needed to be sent to sponsors. KDOT’s sponsorship was based on the number of attendees. (\$15 per attendee) Swanson to send out the remaining invoices the week of July 11.

- V. Treasurer’s Report.
 - a. Brian Palmer noted that the financials are in good shape. The balance in the checking account is approximately \$25,000. Brian will be putting together a detailed P&L to present at the State meeting at the 4-states conference in August.

- VI. Nominating Committee
 - a. Swanson reported that Williams and the Nominating Committee had been working to recruit nominees and get the ballots sent out prior to 4-States. An email blast will also be sent out to the membership seeking nominees. Current members, Jim Jacobs and Corey Keller will both be seeking re-election.

- VII. Strategic Planning
 - a. Swanson reviewed the highlights of the draft report from Michael Tracey, managing principal of Omni Human Resource Management, the firm that conducted the KAA’s strategic planning session on June 3, 2022. The board concurred with the report and recommendations.

- VIII. KDOT Update.
 - a. Bob Brock was unavailable for the call, however had emailed his comments to the board.

- IX. Other Business.
 - a. The Board approved participating in the October 9, 2022, Kansas League of Municipalities Trade Show with a booth and representation. Palmer, Otto, and Jacobs will be able to attend and man the KAA booth. Palmer will submit the KAA application.

- b. The group discussed having a “photo booth” at the next KAA conference to provide participants an opportunity to have an updated professional photo taken to be used, for example to update their LinkedIn profile. Otto noted this is becoming a common value-added feature at professional conferences.

- X. Meeting adjourned at 2:10 p.m.