

Nevada Aviation Association
Board of Directors Meeting Minutes
October 27, 2021

1. **Call to Order and Determination of Quorum** – President Moen called the meeting to order at 1:00 p.m. The meeting was held via teleconference. Upon roll call, it was determined a quorum was present.

Members Present

Kenneth Moen – President
Shawn Burt – President Elect
Peggy Quigg – V President
Wendy Rudder – Secretary
Shane Dyer – Treasurer
Marissa Adou- Past President
David Dietz – Corporate Director
Larry Rackley – Associate Director

Jeff Fontaine – Executive Director

Others Present

Mike Wilhelm
David Meyer
Renee Thomas
Haseeb Iqbal

2. **Presidents' Report**. President Moen reported on having a great conference in Tonopah, with many attendees, sponsors and vendors.
3. **Approval of September 27, 2021 BOD meeting minutes and 2019 General Membership Meeting Minutes.** Peggy Quigg made the motion to approve both sets of minutes. Larry Rackley seconded. Motion carried.
4. **Recognize New NvAA Officers** – Wendy introduced Shawn Burt as the new President Elect, Peggy Quigg as the new V President, Wendy Rudder as the new Secretary, and Phil Derner as a new Corporate Director. President Moen thanked everyone for stepping up the plate to serve. He commented that he would like to see BOD meetings set for the 4th Wednesday of each month, some months will need to change due to holiday conflicts. The upcoming meeting in November will conflict with the Thanksgiving holiday, so he suggested November 17 at 1:00 via teleconference. Marissa commented she saw a few of the items online. Wendy reported the teleconference feature worked out well, had a few issues with the microphone and also seeing the slides the presenters were showing, but otherwise it all worked out well and she appreciated having that feature. Marissa commented she agreed. President Moen commented having this option would have us an option to offer membership an alternative way to attend throughout the state.
5. **Approve a plan of action for the Executive Director position.** President Moen commented in the interim of an ED, he will now be more active as President, and the members should take on more of a roll in the organization. He commented Wendy is stepping into this, and now has all of Joni's binder of the history of NvAA. He discussed having KCA Management doing a lot of duties, and providing a Zoom account, was all very helpful. He discussed the administrative charge from them is \$40/hr, billed in 15 minute increments. Jeff Fontaine discussed currently having KCA hired to do the bookkeeping and website management, and felt that had provided a great way to allow the Officers to have more time to dedicate to the other needs of the Association. He also discussed having Alex Tanchek doing the minutes and felt this had been a plus. Dave Dietz asked if one thing we should
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do right away is hire a lobbyist. President Moen also discussed the Nevada Recovers website, and the request for projects. He had prepared a written proposal and emailed it to the members to use as a draft to use for their own comments. Jeff commented that at the Oct 13 meeting in Caliente with Treasurer Conine, Wendy reported she submitted several comments, some on behalf of the Trust Fund and some on behalf of her county airports. The Treasurer is aware of those requests, and said he has heard that a lot regarding the Trust Fund. President Moen said we should be lobbying our local leaders regularly, Mayors, Council members, county executives, about what is important regarding our airports. Use the membership brochure to show the significance of airports. We should emphasize that this does not cost them money. If the local govts had to come up with the match it would cost significant funds. The license plate monies alone, will not help with this match. \$5 million into the Trust Fund is significant to the airports and local govts. President Moen said we need to work with NDOT more. President Moen is a member of the STAC group and this allows him to be a part of transportation planning, including aviation. There seems to be a reticence with people not to participate in things the Governor isn't interested in. NDOT participation in NvAA shouldn't be limited to Kurt. This is an education piece on our part. President Moen said we should take action by the Board to do things within our control, and not wait for another ED to be appointed. He said lets follow up with all of this, we should discuss this more at the Spring Conference. Shane asked how KCA could be an asset to us in putting together an outreach to other organizations. Grass roots lobbying is ok, but felt that we may need an attorney lobbyist to help. Discussion followed that perhaps we should hire an attorney/lobbyist during legislative session. Jeff commented he didn't think we necessarily needed an attorney to be the lobbyist, just someone who was in the aviation industry. Jeff commented that waiting until Legislative Session to hire a lobbyist would be too late. Discussion followed that the Association should continue to work on an Aviation Caucus or at a minimum, work directly with all the Legislators that are pilots. We need a champion to carry the aviation message to the Legislators. Discussion followed that we should find someone in the aviation community that could help us work towards a bigger, broader organization. Jeff commented that there needs to be someone that follows the legislature and any aviation related business/legislation that comes through them, and that could be a lobbyist. Jeff commented the Association needs to reach out to Clark County Aviation and Reno/Tahoe to start a dialogue regarding inviting them to join NvAA. They can be a huge help, or a huge hindrance. The Association now is no longer just focused on Airport Managers, rather Aviation in general in Nevada. Discussion followed that NvAA should be striving to be the premier representation of Aviation in Nevada, like the Mining Association is the representation of Mining. This item is to be continued to the next meeting in November

6. Discuss/approve a targeted strategy for recruiting new members, including assignment of responsibilities.

President Moen presented the marketing brochure he had prepared. Discussion was held that this provided a lot of good content and easily understandable information to provide to potential members. Dave Dietz commented that without an Executive Director, the responsibility for recruiting new members is now lies with the Board. Discussion followed that we need to lobby our local leaders regularly regarding the importance of aviation in the state. Discussion followed regarding using Spring Conference as an ice breaker with potential companies that could join. The brochure could be the ice breaker that would get us into a local government meeting. President Moen said he had sent the brochure to all the members and asked them to forward it to all of their contacts. Wendy commented she didn't recall seeing that email. It will be sent again. Discussion followed that we could print the brochures and have hard copies at the FBOs and pilots' lounges. Our bylaws allow for different levels of membership. The brochure is digital, easy to update, lives on the website, the link on the brochure is active and directs people to the website to fill out the application and join right now. No printing costs, easy to circulate and a tool to help grow membership. Our strategic plan says to keep this organization active and help grow it. He commented there is no reason this conference couldn't get to the place of over 100 participants. He commented there isn't any reason we can't replicate what the Arizona Association is doing. We just need to sell this to people

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to help them understand why they need to participate. We need to help be the force that drives the conversation regarding aviation in Nevada. We can look at different methods of distributing the brochure, via mail, email, printing for placement at various locations, etc. Dave commented we need to follow up on any distributions to get information from those receiving the brochure. Discussion followed that we can do a printed brochure, but it ages quickly. Using a digital format would keep it current. Discussion followed that people do like to hold things in their hands, so some printed brochures printed in good quality stock would be useful. Ken reinforced personal contact is really critical. Inviting someone you know and trust, is more valuable than just handing out some things. Marissa commented that someone from NvAA should be attending all the conferences put on throughout the State by other organizations and have a booth to introduce NvAA to others in the State. Comments followed that we should continue to be at NACO. Discussion followed regarding having BLM and military organizations join NvAA. Discussion followed about contacting any aviation programs for students, as well as flight schools, etc. Discussion followed that we could market across State boundaries. Marissa commented regarding Page 2 of the brochure, and suggested a direct mail to the companies listed on that page, and invite them to conference. It was suggested to do a survey for topics for the conference, which might result in some of those companies coming to present a topic, and becoming familiar with NvAA. David suggested having an FBO item on the next Conference agenda, and possibly invite Care Flight, how to make these things work physically and financially at local airports. President Moen will work with Shawn and Wendy regarding surveys, working on mailing list for aviation businesses. He questioned do we need a subcommittee for conference. Wendy said lets discuss this more but stay at the board level for now.

7. **Discuss/appoint person to clean up the membership lists on the website.** President Moen commented that the membership list on the website needs to be cleaned up. Wendy discussed this with him, and offered to take care of that task. President Moen is working on entering all the business cards from the Fall Conference attendees into a spreadsheet and will give to Wendy to aid in updating and adding information in the membership portal. Discussion followed that we should contact people to verify their information. Shawn Burt commented that he needed a change on the Officer page of the website, as he is currently shown as representing Elko Regional Airport. He represents Jackpot. Wendy will take care of this correction.

8. **Appoint Joni Eastley NvAA Director Emeritus.** President Moen commented Wendy had suggested this to honor Joni for her years of service. Discussion followed that this was a good idea and would enable us to keep her in the organization, subject to whether Joni would accept. Wendy commented that Joni is an Associate member until December so this wouldn't take effect until January 2022, should she decide to accept, or stay as a member. Wendy commented she felt like we should give her this honor, if she would be willing to accept. President Moen commented that Joni has given her blood, sweat and soul for NvAA. Dave Dietz said this is just an honorary position for her service of the organization, and doesn't come with any obligations or baggage. Discussion followed that while it is honorary it also gives her an opportunity to participate at her option. Peggy commented having her still connected would behoove all of us, if she would be willing. It gives her an opportunity for a voice if she wants it. David Dietz made the motion to approve. Peggy Quigg seconded. Motion carried.

9. **Final NvAA Fall Conference 2021 Report.** President Moen said we had a great conference in Tonopah. He reported we had made a \$9,000 profit, which was good. All the bills had been paid. He wanted to thank Joni Eastley for all her help in getting this conference set up. We had good sponsors and a couple vendors that set up as well. He thanked Silent Falcon and RevJet for coming a long distance to support us. A survey had been sent to the members regarding their opinion of conference, only 12 members responded. He did get the comment from most about liking having the meals all together, instead of individually, it gave us a way to interact with each other better. Wendy commented in the earlier days, we always kept everyone together unless they were on their

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own for dinner. One conference had over 100 participants, and the venue had a room for meetings, and a room for meals, which kept us all together. It worked very well, and felt we should continue that, with conferences going forward. We need to know if the venues have the capacity to do that. David Dietz agreed, felt it presented a good way for everyone to stay interactive and offered value to all classes of members. Shane Dyer commented he felt like the conference was good and had good comradery. He was pleased everyone made the effort to go to Tonopah.

10. Discuss/Appoint Spring Conference 2022 Committee. President Moen commented that he would like to see the conference in Reno, for proximity to access for more facilities, and easier to get to than Tonopah was. Discussion was held regarding potential dates. It was decided that Sunday March 27, 2022 would be a travel day, and also hold the BOD meeting that evening. The conference would be March 28 and 29, 2022. Discussion followed regarding a venue, and Shawn Burt commented there is a Water conference the week before, which might cause some members not to come if they had to travel to both. President Moen will choose a venue and get information to the Board. David asked if we had ever had any significant attendance by non BOD members at the BOD meetings. President Moen commented he had put that out to the membership in general, but Wendy had commented there might be confusion as to who gets to vote. He said membership should be able to come, if they want to, just not vote on items for the BOD. Wendy commented we have come in on Sundays travel day, and BOD meeting that evening. Discussion followed whether we should come on Sunday, or would it hurt attendance for others wanting to attend. If this is specifically for BOD, then it shouldn't matter if it is on Sunday. Marissa pointed out that in the past people traveling for conference that started on Monday usually always came in on Sunday. Marissa commented she liked it better to not take a full week gone from work. President Moen said he would like to have a meal at Louis Basque Corner. Discussion followed that we had a conference at the Atlantis and it was very nice. Peppermill was discussed. Discussion was held regarding trying to go more towards down town. He asked for a Committee. The following volunteered to help: Shawn Burt will work on the Conference Agenda. Dave Dietz, Peggy Quigg, Wendy Rudder, Larry Rackley all volunteered, along with Ken Moen. It was suggested an email go out to the members with this information, and asking for volunteers. President Moen commented once the committee meets they can setup the process and get things organized. 2022 Conference was tentatively set for March 27-29, 2022.

11. Motion Information Systems ADS-B Receiver Network. Tabled

12. Discussion and Possible Action regarding the Motion Information System Proposal. Tabled

13. Board Member Comments. None

14. Next Executive Board Meeting November 24, 2021 at 1 pm. President Moen left the meeting. Wendy commented that he had suggested moving the meeting to November 17, 2021 at 1 p.m. via teleconference. All agreed that meeting date/time was good.

There being no further business and no objections, the meeting adjourned at 2:24 p.m.

Adopted: _____

Signed: _____ Secretary