



IFMA Airport Facilities Council
Business Meeting Minutes-Council Call
June 4, 2019, 3:00 pm EST

Attendees

John Means	President, Atlanta-Hartsfield
Stuart Mathews	Past President, Port of Seattle
Troy Donahue	Vice President, Houston Airport Systems
Cecile Ridings	Secretary, Kenton County Airport Board
Ellen Crews	Treasurer, Woolpert
Joshua Amos	Components Liaison, IFMA
Shantel Woods	Council Member Chair, Houston Airport System
Katie Noel	Kenton County Airport Board Intern

- I. Review & Approve Meeting Minutes, May 1, 2019.** John motioned to approve the May 1, 2019 meeting minutes as presented. Cecile seconded that motion, all approved. Stuart will post these minutes to the council website.

- II. Finance, Current Budget/Financials Update**
Ellen stated that the credits for month ending May 31, 2019 is \$820.54 and the debits for the same timeframe is \$5,837.60. The accounts ending balances total through May is \$84,124.71. Discussion commenced on the Spring Conference event and related costs. Final numbers are not yet in however it is estimated that the council will be slightly in the red from this event due to the additional expenses for conference space, the night out and catering however the event was a huge success and council has some cushion to cover it. John motioned to accept the financial statements as distributed and Ellen seconded the motion, all approved.

- III. AirFC if IFMA Newsletter**
Cecile stated that she had not done anything with the newsletter however at Spring Conference she made contact with Scott Smith with OSISoft and he has offered to assist. Cecile has yet to make contact with him to take him up on his offer. Cecile suggested to Ellen to possibly see if sponsors wanted to put a little article in the newsletter.

- IV. Memberships/Scholarships**
Shantel stated that she received a registration from a council member for scholarships for IFMA continuing education. Discussion commenced on the fact that the registration and scholarship information did not stipulate that the course had to be completed or they had their certification. It was agreed to accept and process the one application payment and revisit the forms to revise for next year.

- V. World Workplace Conference**
Discussion on presentations for the half day event and to reach out to a sponsor that maybe did not present at the Spring Conference, the host airport, and members. John will try to reach out to the Phoenix airport. Joshua to check on a leaders meeting that IFMA usually has and update the council.

- VI. Website**
Stuart stated that he has all the presentations uploaded to the website. Cecile to forward some pictures to



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Stuart to upload to the site.

VII. Other Business

There being no further business before the Council the meeting was adjourned at 3:45 pm EST.