

Auburn Aviation Association
Board of Directors 2023 Planning Meeting Minutes
January 8, 2023

Members Present

AAA President Chris Haven, AAA Vice-President Dan Flom, AAA Treasurer David Dwelle, AAA Secretary Doug Fee, Don Wolfe, Chase Morgan, David Sanborn, Doug McDougall, Ken Dwelle, Joanie Mooneyham, Mike Duncan

Absent

Peter Hastert

1. President Chris Haven called the meeting to order at 1:00 PM.
2. The results of a pre-meeting survey of Board members regarding our priorities and goals for the year were discussed. The results of the survey indicated that the Board member's highest concerns for the year were:
 - A. Membership Engagement, to include scholarship candidates
 - B. Community Engagement
 - C. Board Continuity
 - D. Fundraising
3. It was discussed and decided that, in view of these goals, the following action steps would be pursued:
 - A. Membership Engagement. Strategy: include/engage younger pilots, and younger speakers if they are interesting
 1. Present at four (4) college or high school career days in 2023 calendar year.
 2. Have two (2) or more short-notice speakers ready every month
 - B. Community Engagement. Strategy: Communicate the importance of the airport to the general public
 1. Create and publish talking points for publicity/outreach
 2. Create a simple PR plan (establish reasonable goals) to promote member and community engagement and support fundraising efforts
 3. Host ONE expanded Aircraft Display Day in in 2023 designed to engage the public
 4. Have a prepared Powerpoint-type presentation illustrating our talking points for volunteers to deliver at events like career days, HOA meetings, City Council meetings, and other clubs (Rotary, Navy League)
 5. Say "Yes" to school groups
 - C. Board Continuity. Strategy: Standardize procedures and tasks by position and ensure transition to new volunteers.

D. Fundraising. Strategy: Execute a PR plan in support of foundation fundraising efforts.

4. We held extensive discussions regarding the smooth transition to new Officers and Board Members. The following goals were established for formalizing those transitions:

A. President. Chase Morgan and Chris Haven will coordinate on best practices, and will standardize an agenda format.

B. Vice-President. Doug McDougall and Dan Flom will coordinate training on speaker booking and management, as well as training on EmCee-ing the AAA meeting as stand-in.

C. Treasurer. David Dwelle will create budget sheet for board to submit expected expenses (and income) for 2023, and will ask for \$12,000 from PCF David - after next quarterly statement received.

D. Secretary. Joanie Mooneyham and Doug Fee will coordinate to create training list and the hand-off of assets.

E. Scholarship. Don Wolfe will conduct fundraising and PR meeting in January

F. 5AC. In 2023 Ken Dwelle will establish a relationship with city new hires (Analyst and City Manager), will monitor City of Auburn airport funding/finances, and will monitor updates to the airport master use plan

G. Membership. Peter Hastert will meet with Chris Haven for Wild Apricot training, and will coordinate with Chase Morgan to establish best practices.

H. Publicity. Chris Haven and David Sanborn will meet to create publicity plan to support fundraising.

5. The following items were discussed for future action:

A. The creation of training documents for central files for each position

B. The creation of an ad hoc committee for technical items - Google Workspace for Nonprofits

C. The creation of an ad hoc committee to review and update bylaws

D. The consideration of new volunteer positions: fundraising, programs, brick installation

6. Finally, a discussion was held regarding Mike Duncan's desire to commemorate four various members of our airport community with bricks around the base of the Bud Anderson statue. It was disclosed that Mr. Duncan has paid \$1,000 for two of those bricks, and would like to obtain two more. The following resolution was passed unanimously:

"In consideration of the \$1,000 already paid to AAA by Mike Duncan for two commemorative bricks, and Mr. Duncan's desire to obtain two more bricks, the Board hereby authorizes that those two additional bricks be offered to him at no additional cost." (Fee/Wolfe)

Respectfully submitted,

Doug Fee
AAA Secretary