

# **Minutes**

## **Regular Board Meeting**

### **Aviation Council of Alabama**

A regular meeting of the Board of Directors was held on August 12, 2003, at the Montgomery Regional Airport. Board members present were Mr. John Lehrter, A.A.E., President; Mr. Tom Sharp, Treasurer; Mr. William Hutto, A.A.E., Secretary; Ms. Betty Meyer, Acting Executive Director; Mr. Kent Kelly; Mr. Russ Kilgore; Mr. Bill Parker; and Mr. Phil Perry. Others in attendance were Dr. Tim Alford, Mayor, City of Enterprise; Mr. Hal Bloom, President of The Bloom Group; Ms. Robin Jones, Padgett Business Services of Huntsville; and Mr. Allen Thames, Barge Waggoner Sumner and Cannon.

President John Lehrter, A.A.E., called the meeting to order at 10:35 a.m.

President Lehrter then declared a quorum.

#### **Minutes**

The minutes from the July 8, 2003, regular Board of Directors meeting were considered. Mr. Kilgore motioned for approval; seconded by Mr. Parker. All voted aye.

#### **Financial Report**

Mr. Tom Sharp presented the financial report (copy attached). Mr. Sharp also presented the review of the ACA's "Agreed-Upon Procedures" by Cynthia L. Minter, CPA, dated July 26, 2003. The review is positive. The Board, though, discussed general control comments in the report. A discussion ensued over signature authority. Following the discussion, Mr. Kelly motioned, based on the existing internal and external controls, that the Board continue to use single signature authority; seconded by Ms. Meyer. Mr. Perry requested an amendment to the motion that the monthly check register be included in the Board materials. Mr. Kelly and Ms. Meyer accepted the amendment. All voted aye. Mr. Kilgore then motioned approval of the financial report; seconded by Mr. Hutto. All voted aye.

#### **Old Business**

**Tax Reform Package/Airport Funding** – Mr. Bloom stated that the polling data suggest that the Governor's proposed tax reform package will be defeated; he said to expect much money to be invested in advertising by both the proponents

and opponents of the reform package. If the package passes, however, he feels confident that airports will benefit. He and his associates will begin to host meetings with key decision makers such as Chairman Knight. Regardless of the vote's outcome, a special session will be held after the September 9<sup>th</sup> vote to establish the Fiscal Year 2004 budget. Mr. Bloom suggests that efforts be made to at least obtain funds to match federal grants during the special session if the reform package is defeated. Ms. Meyer reminded the Board that support from the League of Municipalities is crucial; she said a speaker is needed for the League's September 4<sup>th</sup> meeting in Montgomery.

**ACA Annual Conference** – Ms. Meyer announced that block room rates are now available at the Perdido Beach Resort. In addition, thirty exhibitor spaces have been reserved. A discussion ensued regarding registration and booth costs; President Lehrter asked the conference committee to review the cost structure and to make recommendations to the Board.

### **New Business**

**New Members** – Ms. Meyer announced the receipt of two membership applications (names attached). Mr. Sharp motioned for approval; seconded by Mr. Kelly. All voted aye.

**Membership Committee** – Mr. Perry said that the Board needs to make an outreach effort to air carrier airports and consultants. He also stated that it is important to continue reaching out to general aviation airports who have not yet joined as well. Mr. Thames suggested that personal contact is important. The committee will develop a list of nonmember airports and ask the Board members to contact them.

**Board of Director's Vacancy** – Mr. Parker nominated Dr. Alford, Mayor of Enterprise, as a new Board member; seconded by Mr. Kilgore. All voted aye.

### **Executive Director's Report**

- Ms. Meyer said that volunteers are needed for ACA's booth at the Shelby County Airshow on September 13<sup>th</sup> and 14<sup>th</sup>. ACA stickers and frisbees will be given away to booth visitors, and ACA t-shirts will be available for purchase.
- Ms. Meyer stated that a nominating committee needs to be established for officers and Board members. She said the slate of officers and proposed Board members should be announced in advance of the conference so members can vote by proxy. In addition, she said the Board may wish to consider increasing its membership from thirteen to fifteen members.
- Ms. Meyer announced that the Tennessee Airport Conference is August 20<sup>th</sup> – 22<sup>nd</sup>, and the National Business Aviation Association Conference is October 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>.

- Ms. Meyer stated a brief explanation of the affect that the tax reform package would have on ad valorem taxes applied to aircraft is on the website.

**Next Meeting** – The next meeting will be October 1, 2003, at 10:30 in the offices of the Montgomery Airport Authority.

The meeting was adjourned at 12:17 p.m.

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John B. Lehrter, A.A.E.  
President

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William T. Hutto, Jr., A.A.E  
Secretary