



Minutes of the November 29, 2023 MAMA BOD Meeting.

1. **CALL TO ORDER** – The MAMA BOD meeting was called to order by President Matt Elia at 9:03 AM.

2. **ROLL CALL** – Voting members of the Board of Directors in attendance:

- President Matthew Elia – HYA
- Vice-President Chris Willenborg - BAF
- Secretary Dan Shearer – PSF
- Treasurer Andrew Widor – CEF
- Geoff Freeman – MVY
- Katie Servis – HYA (Incoming Board Member)
- Cameron Woods – ACK (Incoming Board Member)
- Natalie Pavelock – Jacobs (Incoming Board Member)

Non-voting MAMA members in attendance:

- Thomas Hurley – Executive Director

Guests in attendance:

- None

3. **APPROVAL OF MINUTES:**

a. **8/16/23 BOD MEETING**

- Chris W. makes motion to approve minutes as amended.
Andy W. seconds. Geoff F. abstains. Unanimously approved.

b. **8/30/23 BOD MEETING**

- Chris W. makes motion to approve minutes as amended.
Natalie P. seconds. Unanimously approved.

c. **10/5/23 BOD MEETING**

- Chris W. makes motion to approve minutes as amended.
Andy W. seconds. Unanimously approved.

d. **10/23-24/23 GENERAL MEMBERSHIP MEETING**

- Geoff F. makes motion to approve minutes. Natalie P. seconds. Chris W. and Katie S. abstain. Unanimously approved.

e. **10/24/23 ANNUAL MEETING**

- Andy W. makes motion to approve minutes. Katie S. seconds. Unanimously approved.

4. **COMMITTEE REPORTS:**

a. **CONFERENCE** – David D. & Paul M.

ASSOCIATION OFFICERS

President

Matthew Elia

Cape Cod Gateway Airport
508-775-3033
melia@flyhya.com

Vice-President

Chris Willenborg, CM

Westfield-Barnes Regional Airport
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Secretary/Clerk

Dan Shearer

Pittsfield Municipal Airport
413-448-9790
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Treasurer

Andrew Widor

Westover Metropolitan Airport
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BOARD OF DIRECTORS

Matt Cardillo

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David Dinneen

Gale Associates
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Geoff Freeman

Martha's Vineyard Airport
508-693-7022
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EXECUTIVE DIRECTOR

Thomas Hurley

781-258-0547
executivedirector@massairports.com

HISTORIAN

David Graham

617-335-2198
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- No update at this time.
- b. EMERGING LEADERS** – Natalie P., Robert L.
- Natalie P. reports that she is excited for Anita and Rob to take over, they will be running the next meeting. The group has recruited another 4-5 members. Looking to start recruiting from colleges and get involvement from professors.
- c. EXECUTIVE** – Matt E.
- To be covered during Executive Session.
- d. LEGISLATIVE** – Chris W. & David D.
- Chris W. reports continued coordination on meetings. Most recent concern relates to Hanscom airport and educating legislators. Working with Senator Velis' office to set up new caucus date, he is currently activated domestically with the National Guard. MassDOT has not yet posted the next meeting, Chris W. plans to attend and provide update on MAMA and plans to attend on a regular (every other month) basis.
 - Katie S. suggests providing new airport managers with guidance on what to bring/prepare for before attending the caucus.
 - Geoff F. suggests inviting the new Secretary of Transportation Monica Tibbits-Nutt.
 - Geoff F. asks if MAMA will weigh in on the bill relating to regulating use of lasers (House 1387). Dan S. notes that the bill also covers UAVs. Chris W. adds that MAMA should coordinate with MassDOT Aeronautics, particularly relating to the UAVs.
- e. MARKETING** – Geoff F. & Dan S.
- Geoff F. reports that he Dan S. and Dave D. met recently to discuss priorities moving forward, such as promoting/marketing events throughout the state, leaning into the tag line "Aviation Matters in Massachusetts," and creating posters/advertising for airports, maybe with QR code to useful/current info, airport spotlights, creating a LinkedIn page, and focusing on how we use each social media/communication platform, looking into a committee handbook.
 - Dan S. provides update on website improvements and the need to review the Association's vision, mission, and goals. Other website updates include adding the new by-laws, articles of organization, and the updated member airport list. Matt E. notes that there is a recently updated map that can be used.
- f. SCHOLARSHIP** – Andy W. & Dan S.
- Andy W. provides update on the scholarship and suggests doing a follow-up on previous winners. He asks Natalie P. to assist with the Emerging Leaders group.
- g. ENVIRONMENTAL**
- Cameron W. asks if there is an environmental committee. Katie S. notes there used to be. Cameron W. offers to restart and chair.
- 5. TREASURER'S REPORT** – Andy W.
- a.** Andy W. reports that, through Nov 17, the account balance stands at \$77,588.31.



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- b. Chris W. asks about the credit card processing fees. Andy W. confirms those tend to increase during the conference season.
 - c. Katie S. makes motion to accept the Treasurer's Report. Chris W. seconds. Unanimously approved.

6. EXECUTIVE DIRECTOR'S REPORT – Tom H.

- a. Tom H. reports a good number of responses to the conference survey with an average score across all areas in the mid-4's out of 5 scale. He will tabulate and send out the spreadsheet in the week. Article in State Aviation Journal picked up the In-Brief covering the conference.
- b. Quarterly meeting in BVY, 35 responses so far, 18 confirmed yes. Request made to make hybrid.
- c. Preparing the database for renewals. Very important that the database is clean and updated to not double bill for missing payments. Dan S. notes the need to verify changes reflecting By-law updates.
- d. Writer from NBAA relating to Hanscom. Tom H. provided an update relating to the focus of many of the Conference topics focusing on environmental responsibility.
- e. Loomacres joining and looking to become an active member.
- f. Tom H. attending the New England Council meeting with Joe Donovan on December 11th.
- g. Daughter of Arthur Allen, former chair of MAC, reaching out about a possible scholarship.
- h. Chris W. makes motion to accept the Executive Director's report. Geoff F. seconds. Unanimously approved.

7. OLD BUSINESS:

- a. **FINANCIAL DISCUSSION – CD – remains tabled**
- b. **PURCHASE OF MAMA EQUIPMENT/SUPPLIES**
 - Relating to the new roll-up banner, need to verify with Dave D. if received.

8. NEW BUSINESS:

- a. **INTRODUCTIONS OF INCOMING 2024 BOD MEMBERS**
 - 2024 Board of Directors introduced themselves to each other during the opening of the meeting.
- b. **2023 CONFERENCE OVERVIEW**
 - Tabled until David D. can participate in the discussion.
- c. **CONTRACT TOWER ASSOCIATION MEMBERSHIP**
 - Tom H. reports the renewal of \$2,000 for 2024 membership. Chris W. makes motion to approve the membership renewal. Katie S. seconds. Unanimously approved.
- d. **APPOINTMENT OF 2024 COMMITTEE CHAIRS**
 - Chris W. begins selecting chairs and members and to finalize during December BOD meeting. Those interested. Dan S. reminds the previous intent to have non-BOD members participate in Committees. Tom H. will put on the BVY quarterly. Chris W. will try to draft a brief description of each committee. Geoff F. notes that intent to have Emerging Leaders members participate in committees.
 - Conference -
 - Emerging Leaders – self-elected Chairs Anita A. and Rob L.
 - Legislative – Cameron W., Dan S. happy to help
 - Marketing – Geoff F., Dan S., David D.
 - Scholarship – Andy W. and Natalie P., Dan S. happy to help



- Environmental – Cameron W. and Katie S., Natalie happy to help

e. POTENTIAL FOR ARTHUR ALLEN SCHOLARSHIP PROGRAM

- Kimberly, daughter of Arthur Allen, last Chair of the Massachusetts Aeronautics Commission. After passing a few years ago, Arthur left funds for a scholarship. The family hasn't liked the way the scholarship was being handled and has been searching for an organization to take it over and is interested in MAMA. No indication on the amount of money involved, but described as sizable. Chris W. notes the need to know the amount, scholarship requirements, and other details before making a decision.
- Chris W. also notes need to double-check current filings and financial reviews. Tom H. notes that MAMA is on the cusp of the threshold requiring additional financial review and suggests hiring legal advice. Dan S. notes the potential for tax implication of receiving a sizable amount of money. Matt E. reiterates the need to perform a financial audit and engage with legal counsel. Matt E. asks Tom H. to research firms to perform a financial audit and legal counsel.

9. BRIEFINGS – NONE

10. PUBLIC COMMENTS – NONE

11. BOARD MEMBER COMMENTS

a. REMEMBER – NEXT MAMA QUARTERLY MEETING @ BVY ON WEDNESDAY, DECEMBER 13TH AT 10AM

- Dan S. asks if there is an ability to have a hybrid option it would be helpful.

12. ADJOURN – Chris W. makes motion to adjourn the regular session into executive session and not return to regular session. Andy W. seconds. Unanimously approved. Adjourned at 10:01 AM.