



**Nevada Aviation Association
January 19, 2023
1:00 pm**

1. Call to Order and Determination of Quorum
2. President's Report
3. Treasurer's Report
4. Secretary's Membership Report
5. Approval of Minutes of the December 8, 2022
6. Review and Possible Approval of General Liability Insurance Provided Through USI Insurance Services
7. Review and Possible Approval of Spring Conference Details
 - a. Open Registration for March 27-28, 2023
 - b. Conference Agenda Suggestions
8. Next Executive Board Meeting Thursday, February 16, 2023, at 1 p.m.

Adjourn



Treasurer's Report

Nevada Airports Association

Balance Sheet

As of December 31, 2022

Cash Basis

	Dec 31, 22	Dec 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Heritage Bank 6504	49,091.32	38,583.26	10,508.06	27.24%
Paypal	50.00	0.00	50.00	100.0%
Total Checking/Savings	49,141.32	38,583.26	10,558.06	27.36%
Other Current Assets				
Prepaid Conference Expenses	-50.00	0.00	-50.00	-100.0%
Total Other Current Assets	-50.00	0.00	-50.00	-100.0%
Total Current Assets	49,091.32	38,583.26	10,508.06	27.24%
TOTAL ASSETS	49,091.32	38,583.26	10,508.06	27.24%
LIABILITIES & EQUITY				
Equity				
Opening Bal Equity	16,695.39	16,695.39	0.00	0.0%
Retained Earnings	21,887.87	22,325.76	-437.89	-1.96%
Net Income	10,508.06	-437.89	10,945.95	2,499.7%
Total Equity	49,091.32	38,583.26	10,508.06	27.24%
TOTAL LIABILITIES & EQUITY	49,091.32	38,583.26	10,508.06	27.24%



Nevada Airports Association

Balance Sheet

As of September 30, 2022

Cash Basis

	Sep 30, 22	Sep 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Heritage Bank 6504	46,916.03	40,630.78	6,285.25	15.47%
Paypal	50.00	0.00	50.00	100.0%
Total Checking/Savings	46,966.03	40,630.78	6,335.25	15.59%
Other Current Assets				
Prepaid Conference Expenses	-50.00	0.00	-50.00	-100.0%
Total Other Current Assets	-50.00	0.00	-50.00	-100.0%
Total Current Assets	46,916.03	40,630.78	6,285.25	15.47%
TOTAL ASSETS	46,916.03	40,630.78	6,285.25	15.47%
LIABILITIES & EQUITY				
Equity				
Opening Bal Equity	16,695.39	16,695.39	0.00	0.0%
Retained Earnings	21,887.87	22,325.76	-437.89	-1.96%
Net Income	8,332.77	1,609.63	6,723.14	417.68%
Total Equity	46,916.03	40,630.78	6,285.25	15.47%
TOTAL LIABILITIES & EQUITY	46,916.03	40,630.78	6,285.25	15.47%



Nevada Airports Association Profit & Loss Prev Year Comparison

December 2022

Cash Basis

	Dec 22	Dec 21	\$ Change	% Change	Jan - Dec 22
Ordinary Income/Expense					
Income					
Misc. Income	0.00	0.00	0.00	0.0%	250.00
NVAA Conference					
Membership					
Associate	200.00	200.00	0.00	0.0%	1,600.00
Corporate 1	1,000.00	200.00	800.00	400.0%	5,000.00
Corporate 2	275.00	0.00	275.00	100.0%	275.00
Regular	350.00	0.00	350.00	100.0%	1,650.00
Total Membership	1,825.00	400.00	1,425.00	356.25%	8,525.00
Registration					
Early Bird	250.00	0.00	250.00	100.0%	6,250.00
Non-Early Bird	0.00	0.00	0.00	0.0%	1,450.00
Total Registration	250.00	0.00	250.00	100.0%	7,700.00
Sponsorship	3,000.00	0.00	3,000.00	100.0%	22,150.00
Total NVAA Conference	5,075.00	400.00	4,675.00	1,168.75%	38,375.00
Total Income	5,075.00	400.00	4,675.00	1,168.75%	38,625.00
Expense					
Conference Expenses					
Conference Services	0.00	0.00	0.00	0.0%	16,567.28
Total Conference Expenses	0.00	0.00	0.00	0.0%	16,567.28
General & Administrative					
Dues & Subscriptions	0.00	0.00	0.00	0.0%	50.00
Merchant Service Fees	26.75	8.54	18.21	213.23%	1,070.94
Office Supplies	0.00	0.00	0.00	0.0%	77.75
Postage & Delivery	0.00	0.00	0.00	0.0%	17.80
Printing & Reproduction	0.00	0.00	0.00	0.0%	3.39
Software	0.00	0.00	0.00	0.0%	220.00
Total General & Administrative	26.75	8.54	18.21	213.23%	1,439.88
Misc. Expenses	0.00	0.00	0.00	0.0%	100.00
Meeting Expenses					



Board Meetings	0.00	47.25	-47.25	-100.0%	0.00
Total Meeting Expenses	<u>0.00</u>	<u>47.25</u>	<u>-47.25</u>	<u>-100.0%</u>	<u>0.00</u>
Professional Fees					
Accounting/Contract Labor	0.00	0.00	0.00	0.0%	600.00
Consulting	0.00	0.00	0.00	0.0%	3,000.00
KCA Management Fees	0.00	0.00	0.00	0.0%	4,343.00
Taxes/Tax Filings	0.00	0.00	0.00	0.0%	300.00
Total Professional Fees	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>8,243.00</u>
Website	0.00	0.00	0.00	0.0%	1,776.60
Total Expense	<u>26.75</u>	<u>55.79</u>	<u>-29.04</u>	<u>-52.05%</u>	<u>28,126.76</u>
Net Ordinary Income	5,048.25	344.21	4,704.04	1,366.62%	10,498.24
Other Income/Expense					
Other Income					
Interest Income	1.94	0.49	1.45	295.92%	9.82
Total Other Income	<u>1.94</u>	<u>0.49</u>	<u>1.45</u>	<u>295.92%</u>	<u>9.82</u>
Net Other Income	<u>1.94</u>	<u>0.49</u>	<u>1.45</u>	<u>295.92%</u>	<u>9.82</u>
Net Income	<u>5,050.19</u>	<u>344.70</u>	<u>4,705.49</u>	<u>1,365.1%</u>	<u>10,508.06</u>



President's Report

2022 Nevada Aviation Association Year in Review

January 3, 2023

By Kenneth G. Moen, A.A.E., President

I hope that you and your family enjoyed a pleasant Christmas holiday and I want to wish you and yours a Happy New Year. 2023 is an opportunistic year for the Nevada Aviation Association (NvAA). In 2022, the NvAA made several strategic moves to position the NvAA for opportunities over the next 12 months. I want to take a few moments to highlight some of those changes and outline next steps for getting off on the right foot for the new year.

The high point for the year was the NvAA gathering in Reno, Nevada at the end of March for our annual conference. Seventy-five in-person attendees (including presenters) and 5 virtual attendees attended the conference. A post-conference survey distributed by KCA (NvAA management service provider) indicates that attendees rated the agenda, accommodations, meals, and conference networking opportunities as "excellent."

The NvAA Board approved the association's Strategic Plan in October 2020 outlining the *Mission* and *Vision* of the NvAA and approved a name change from *Nevada Airports Association* to the *Nevada Aviation Association*. This name change has critical to growing the NvAA membership base that now includes government agencies, airport stakeholders, aeronautical service providers, and flight departments, and other industry operators that have a vested interested in the expansion and success of the aviation industry in the State of Nevada. Our membership has grown from 48 in 2021 to 85 in 2022. Membership growth is critical for our organization. The larger megaphone that the NvAA can speak with at the 2023 Legislative session will help us carry our message to the people who can support our agenda to obtain appropriate funding for the *Nevada Fund for Aviation*. Link for the membership brochure is here <https://nevadaaviation.org/Membership>.

In 2022, we promoted the member's use of the new and improved NvAA website to function as the primary resource of information and archive of information related to NvAA operations. There are additional tools for member to use and include an up-to-date membership directory and access to the Digicast, an online airport modular training platform. Access to Digicast materials is limited to NvAA members. Aviation professionals - large and small – now have easy access to high quality training materials. Digicast can be used to provide *professional-level* training. These materials will elevate the knowledge base of airport users and airport support staff thus raising the professionalism of Nevada airport users and staff. The cost of Digicast is included in the NvAA membership and is a significant savings compared to the cost of the subscribing to the standard Digicast program separately.

In 2022, the Nevada DOT consultant delivered a presentation at the 2022 annual conference on the completed Nevada Airport and Heliport System Plan (NASHP). The NvAA, had a seat at the table as a member of the Technical Advisory Committee and the NvAA had the vision as the primary stakeholder in



the development and implementation of Nevada's statewide NASHP. The NASHP includes an inventory of airport facilities and infrastructure, an aeronautical forecast, economic impact study, and an Airport Regional Value (ARV) metric. The ARV is designed to provide a methodology for assessing specific characteristics that affect an airport's attractiveness and ability to support demand in a region. ARV establishes a series of attributes common to airports and assigns a value for each variable based on typical aeronautical facilities and services at similarly situated airports. This specific guidance helps each airport to effectively perform its role at the federal, state, regional, and/or local levels enhancing the statewide aviation system. The NvAA will use the NASHP to raise the level of understanding of the State Legislature and the State Transportation Board to support proper funding for airport development and facilitate aeronautical transportation across the state.

In support of the NASHP, the NvAA has undertaken the initiative to install ADS-B receivers at Nevada airports that meet the criteria of access to stable electrical power and broadband internet. The NvAA has installed sixteen ADS-B receivers at Nevada airports. The goal is to install ADS-B receivers at the remaining Nevada airports that are properly equipped. The NvAA will utilize the ADS-B data collected by the receivers to draw a detailed picture of aeronautical activity at Nevada airports. Airports that have installed ADS-B receivers (at no cost) will have access to live traffic information via an internet dashboard allowing airports to generate airport activity reports up to 7 days in the past. AWOS weather data reports are also available to airport managers.

New Board Members

In October the NvAA Board of Directors welcomed two new Board members. Alex Kovacs, Director of Finance at the Reno-Tahoe Airport Authority, was elected Treasurer and Betty Marquez, Administrative Assistant at Elko County Public Works Department, was elected Secretary. We want to thank Shane Dyer for his work as treasurer for the past four and a half years.

Next Steps

Continued membership growth is one of our top priorities. It should be the goal of all NvAA members to bring new members into the fold of the NvAA. We will be announcing new initiatives for 2023.

Spring conference. A conference committee has been formed to iron out conference details to include the program, location, networking events, sponsorship, and exhibition opportunities. The conference is scheduled for March 27-29th at the Eldorado Hotel and Casino in downtown Reno.



Below is a status report of the NvAA strategic plan initiatives:

Promote public understanding of the value of aviation and airports

- **New Initiative: Pursue a separate Division of Aeronautics within the Nevada Department of Transportation**

o **Task** – Advocate for the creation of a separate Division of Aeronautics within the Nevada Department of Transportation. The vision of this division is that it would operate with autonomy and implement the initiatives detailed in the Nevada Airport and Heliport System Plan.

Progress Report: NvAA President will work with Susan Fisher of McDonald Carano to find a sponsor for a BDR for a Division of Aeronautics.

Develop and publish a statewide aviation economic impact report

- **Task** - Determine budget, scope of work, and enter into an agreement with University of Nevada, Reno, or other qualified contractor to prepare the report.

Progress Report: Economic impact study was completed as a part of the NASHP.

- **Develop and participate in a public outreach program**

- **Task** - Prepare a PowerPoint presentation and other materials for NvAA Members and staff to make presentations to local governments, community groups, and schools in their communities.

Progress Report: PowerPoint was one of the deliverables as part of the Nevada Airport and Heliport System Plan and is available on the NvAA website under *Resources*.

- **Enhance the NvAA website and utilize social media**

o **Task** - Add a paid advertising feature to the website.

Progress Report: Work with KCA to develop an opportunity to add an advertising feature for aeronautical/aviation service providers.

Grow NvAA Membership

- **Recruit all Nevada Counties to become Regular NvAA Members and actively participate in supporting the goals of the Association**



o **Task** - Develop a data base, including primary point of contact, for all county managers and develop and disseminate information on the benefits of participating in NvAA. Encourage public and private corporations that manufacture or provide aviation related products and services, including airline operators, charter companies and fixed based operators to become Corporate Members. Encourage helicopter and UAV operators to become Associate Members. Encourage other aviation related organizations, associations, and government agencies to become Associate Members.

Progress Report: NvAA strategy is members email membership brochure with to their email contact list. A review of results at the end of the first quarter 2023 and adjust strategy, as necessary.

➤ **Sustain and improve airport infrastructure**

o **Task** - Obtain permanent state funding for FAA matching grants.

Progress Report: NvAA has retained the services of McDonald Carano to lobby for a \$5M appropriation in the Nevada Fund for Aviation Program would allow counties to fund airport maintenance and infrastructure improvements in the amount of \$90M.

➤ **Identify other funding sources for asset management and capital improvement projects.**

o **Task** - Research the availability and use of federal and state grants including, Community Development Block Grants and U.S. Department of Agriculture, Rural Development Grants for funding airport improvements and leveraging AIP grants.

Progress Report: Identify a project champion to develop a strategy in the second quarter of 2023 to identify other sources of grant funding available to Nevada airports.

➤ **Provide a unified voice on airport and aviation related policies and funding**

o **Task** – Draft a legislative plan for the Nevada Fund for Aviation appropriation and fund and appoint members of the Nevada Air Service Development Board in the Nevada Legislature.

Progress Report: NvAA and McDonald Carano are working with Nevada legislators, Governor-Elects transition team, and the Nevada League of Cities to promote and the Nevada Fund for Aviation and the Air Service Development Board.

➤ **Develop NvAA policy statements on relevant aviation issues**

o **Task** - Monitor proposed federal, state, and local aviation related policies, regulations, and funding and develop NvAA positions as appropriate. Provide a forum for NvAA members on aviation technology and information.



Progress Report: Identify and recruit NvAA member by the second quarter of 2023 to lead a group of members to develop a process for developing position papers for NvAA Board approval and dissemination news outlets.

➤ **Conduct monthly conference calls, hold an electronic fall, and in-person spring annual conference.**

o **Task** – Schedule monthly NvAA Board members open to all members. Schedule and produce two conferences per calendar year. One conference in-person and one conference in an electronic format.

Progress Report: Monthly calls have been scheduled on the third Thursday of the month and began in October 2021. NvAA general meeting scheduled for September 2022 but a quorum not present. Spring conference is scheduled for March 27th- 29th 2023 the Eldorado Hotel and Casino in downtown Reno.

➤ **Conduct training webinars for NvAA members.**

o **Task** – Schedule regular monthly webinars beginning in the second quarter 2023.

Progress Report: Identify project champion to lead a quarterly webinar. Goal to host first session in second quarter 2023.

➤ **Develop downloadable templates for airport leases, permits, and other useable airport management compliance documents.**

o **Task** –Develop “Resources” page on NvAA website [Resourceshttps://nevadaaviation.org/page-18065](https://nevadaaviation.org/page-18065)

Progress Report: Two items have already been developed and uploaded to website. Identify project champion to lead a committee to continue to make progress on useable materials for management compliance documents. First two documents are *Airport Marketing & Public Relations Guide*, and *Fire Support Resource Document*. Also, a History of the NvAA is also available.

➤ **Promote and increase utilization of ANTN Digicast.**

o **Task** - Evaluate the feasibility of establishing an “Airport Operator Certificate” using ANTN as the educational framework.

Progress Report: NvAA to work with AAEE and College of Southern Nevada to develop a certificate program for staff at Nevada airports. Identify a project champion to research this process. Identify project champion by second quarter 2023.



Minutes of December 8, 2022, Executive Board Meeting

Item 1: Meeting called to order at 1:00pm. It was determined that a quorum was determined.

Present: Ken Moen, Marisa Adou, Shawn Burt, Betty Marquez, Alex Kovacs, Larry Rackley, Robert Switzer, and David Dietz, Peggy Quigg and Phil Derner. David Houl was introduced.

Absent:

Item 2: Presidents Report: Presented by Ken Moen.

Item 3: Treasurers Report: Presented by Alex Kovacs.

Item 4: Membership Report: NvAA membership stand at 85, we will continue to look for ways to increase membership.

Item 5: Approval of Minutes of September 19, 2022. Motion by Larry. Seconded by Shawn Burt.

Item 6: Discussed D & O Insurance provided by USI Insurance Services. Motion to approve purchase of D & O insurance for Nevada Aviation with 1-million-dollar coverage at the premium of \$310 annually. Motion by Alex. Seconded by Robert. Tabled quote for General Liability.

Item 7: Discussed General Membership Meetings. Revised version will be coming out for suggestions and review.

Item 8: Discussed Electronic meeting bylaw changes. Tabled.

Item 9: Discussed Spring conference. KCA email will be coming out for sign up/registration.

Item 10: Discussed Phil has a seat in the Las Vegas Airport user's council. Looking for a NVAA representative to take the seat and represent the seat and be an advocate for NVAA. Good opportunity to look for recruitment in the Las Vegas area and introducing NVAA.

Item 11: Next Executive Board Meeting scheduled for January 19, at 1:00pm.

Meeting adjourned.