



## Mile High Chapter, Women in Aviation January 2018 Board Meeting Minutes

Wednesday, January 24, 2018, 6pm

Hosted: Denver jetCenter Colorado Conference Room

**WAI MHC Mission Statement:** The Mile High Chapter is an organization that promotes the many aspects of aviation and aerospace through community outreach and education, while providing networking opportunities in a respectful and enjoyable environment.

### Attendance:

#### OFFICERS

X Trimbi Szabo, President  
X Alexis Quintana, Vice President  
X Teresa Weber, Secretary  
X Audrey Fishback, Treasurer

#### BOARD

Call-In Amber Channel, Board Member  
Call-In Elizabeth Jones, Board Member  
Absent Gina Moretto, Board Member  
Absent Gail Steger-Mock, Board Member  
X Laura Schulz, Board Member

### Order of Business:

#### EVENTS

#### **PROTE Event**

We were joined by guests from the Colorado Pilots Association who will be assisting us in promoting the event. (Bart & MaryKay and Rich & Dana)

Location: Centennial Airport (KAPA) 8481 Aviator Lane, Englewood CO 80112 (South side)

Back up location: Colorado Heli Ops (KBJC)

\*Trimbi is coordinating with Deborah Smith of the Arapahoe County Public Airport Authority to ensure we have all location requirements arranged including forklift, power, etc.

\*There is NO LONGER going to be a classroom session before hypoxia chamber time blocks.

\*Sign-up will open in early September. **Trimbi is managing Sign-up Genius for this with Laura's assistance.**

\*CPA would like to set this event up as a fly-in for people who would like to do so.

-**Alexis will look at getting discount hotel rates for fly-in pilots.**

-Other fly-in considerations: Transportation for food and to hotel, vendor booths, etc?

#### **Board Meetings**

Board meeting will be held in the evening on the second Thursday of each month. Location will be Denver jetCenter Conference Rooms at 6pm unless otherwise arranged.

Dates: February 8, 2018  
May 10, 2018  
August 9, 2018  
November 8, 2018

March 8, 2018  
June 14, 2018  
September 13, 2018  
December 13, 2018

April 12, 2018  
July 12, 2018  
October 11, 2018

### **KBJC Tour**

Will be scheduled as our October chapter event.

Trimbi will coordinate a specific date and time for this event.

### **Denver Center Tour**

We will plan on holding this chapter event in the fall (August or September).

Audrey will coordinate a specific date and time for this event.

### **WOAW**

We are planning on having a WAI MHC table at this event.

Items to bring: Schedule of chapter events, scholarship details, Barbies (?)

We are going to advertise for the need of volunteers for the event. Who will get specifics for us to publish to request volunteers, Trimbi?

### **February Chapter Meeting**

Guest speaker no longer able to attend this meeting, we will see if she may still be an option for a future meeting.

Meeting is now a tour of I-Jet.

### **GIAD**

Proposed location at Lockheed Martin, they would pick and plan all event activities.

\*Plan to reach out to schools in the area of the event when classes begin (since GAID is later this year).

### **2018 Chapter Meetings**

Goal set to have a chapter event monthly and to vary the location, dates, and times.

#### Non-chapter events:

- WOAW, March 5-11, 2018
- 99's Chapter Meeting: March 10, 2018
- International Conference: March 22-24, 2018
- Sun n' Fun Expo: April 10-15, 2018
- 99's Girls Scout Patch Day: April 14, 2018
- 99's Section Meeting: May 3-6, 2018
- KAPA 50<sup>th</sup> Anniversary (Guest Speaker Sully Sullenberger): May 25, 2018, 11-2
- OshKosh Fly In: July 23-29, 2018

#### Chapter Events:

- February:** I-Jet Meeting- Tuesday, February 13, 2018
- March:**
- April:**
- May:**
- June:**
- July:**
- August:** Denver Center Tour (?)
- September:** Denver Center Tour (?); Scholarship Workshop
- October:** GIAD- Saturday, October 13, 2018; KBJC Tour- [redacted]
- November:**
- December:** Christmas Party- [redacted]

### Other Events to add to calendar:

Summer BBQ event (in June or July)

Hot Air Balloon Feature Event: Gina to coordinate with Marty Hill or Trimbi to coordinate.

### Other Event Ideas:

Speak at a High School

Military Feature, Alexis will try to find contact info for member attendee at military base.

Cage Consulting Meeting again, Audrey will talk to Zia.

Attend an IMAX, visit Planetarium, etc, May plan more after fundraising options explored.

Wings Over the Rockies group event, Amber is on Wings board, will look at getting a group of tickets for a group WAI MHC event to visit the museum.

Wings KAPA Opening, we will have to keep an eye out as to when this event will actually occur

## FUNDRAISING

### **Membership Drive**

Trimbi will attend education sessions at the International conference in March and come back with some ideas.

### **Pub Crawl or Similar**

\*Change timing of this event and publish information earlier to encourage attendance

Alexis will reach out to Monica to see what she came up with for up north already.

### **Other Fundraising ideas**

We will make our April board meeting focus on fundraising.

## CHAPTER BUSINESS

### **Money**

Balance in our accounts, Operating: \$37.38; Savings (Scholarship): \$8354

\*We have \$401 in our WAI account, we will lose all but \$250 in 2018 (\$151), this is a new WAI policy Audrey will ask Molly how we can spend this so we do not lose it.

- 1) First priority- Get a new table cloth/banner with chapter logo (\$100?)
- 2) Conference registration for Trimbi (Trimbi would reimburse chapter)
- 3) WAI Merchandise

\*Amber has money from 2017 Pub Crawl to give to Audrey for deposit into our account.

### **Bylaws**

\*Everyone has a copy and understands expectations

\*Bylaws have been published on the website

\*Reiterate that all board members are required to attend 7 of the 12 annual board meetings (3 must be in person at the meeting and 4 may be a call-in to the meeting). Additionally, all board members must attend a minimum of 6 chapter events in the year.

### **Chapter Dues**

\*Considering increasing chapter dues to \$10 in October 2018

\*We determined that our October-October dues system is in compliance with chapter bylaws.

### **Establish Members-Only Benefits**

\*PROTE chamber priority registration for members

- \*Recognition for consecutive years of chapter membership
- \*Scholarships- must be member and have certain attendance level to receive
- \*We like the idea to expand our members only benefits further and will brainstorm more

### **Scholarships**

- \*Jeppesen scholarship with Mile High Chapter's name is no longer being offered
- \*Current scholarship is to send one member to conference in March
- \*Brainstorm other future scholarships the chapter may offer annually

### **Website/Social Media**

- \*Bylaws have been published on website
- \*Board Meeting minutes will be published on website when finalized
- \*Continue planning on member and board member features online
- \*Congrats Elizabeth on starting at Delta Feb 20<sup>th</sup>!
- \*Would it be feasible to add scholarship information on the website for non-WAI scholarship.  
Could we keep up with updating that information?