

TEXAS AIRPORTS COUNCIL

FY2022-23 POLICY DECISIONS

Policy Decision #22-01 – Procedures and Operating Guidelines

It shall be TAC policy that the Board of Directors shall periodically adopt, update, and maintain operating procedures and guidelines documenting the process and criteria used to implement the by-laws and policy decisions. The operating procedures and guidelines shall be available to the membership via the website.

Policy Decision #22-02 – Registration Fees

It shall be TAC policy that registration fees at all official Council meetings, seminars, and conferences at which registration fees are levied, shall be at least 50% higher for non-member registrants, unless such non-member registrant is a formal guest of a member and said member accompanies said non-member. If no member fee is established, a minimum of \$25.00 shall apply to non-members.

Policy Decision #22-03 – Scholarship Program

It shall be the TAC policy to promote the education and professional development of the membership and future aviation professionals by offering scholarships to qualified applicants. Attendance at conferences or programs prior to submission of the scholarship application, and portions that are funded by other entities, are ineligible for award. All scholarships shall be awarded (budget permitting) based upon guidelines and criteria established by the Board. All scholarship money must be spent within one (1) year from the date of the award. Scholarship money that is not spent within the one (1) year time limit shall be forfeited and returned to the TAC budget. Two such scholarships have been established:

Student Scholarships

The Juan M. Martinez, Jr. Scholarship has been established to aid an eligible collegiate student enrolled in an aviation management program. The Scholarship Committee shall develop basic eligibility requirements to recommend up to two (2) students in an aviation related degree or program in the State of Texas, to each be awarded up to a \$1,000 scholarship. The Board shall also have the option of awarding up to a total of \$2,000 to one (1) student, depending upon the quality of the applications received each year. In addition, TAC shall pay for one hotel room per student for the night of the banquet only and will request TxDOT waive each student's conference registration fee.

Professional Development Grant

An annual conference grant has been established to attend the annual Texas Airports Conference which will serve to reimburse the selected individual for any reasonable expenses for travel, registration, and lodging expenses to attend the conference. Applicants must be a current member of TAC in good standing and apply to be considered. The TAC Scholarship Committee will review all applications and recommend one (1) award to the Board. The maximum amount of the grant in 2022 will be \$2,000.

Policy Decision #22-04 – Debit/Credit Card Use Policy

It shall be TAC policy to maintain a debit/credit card issued by a lending institution identified by the Board of Directors. Permissible uses of the debit/credit card include only those items that are categorized as official TAC business. Examples of acceptable uses would be the purchase of speaker gifts, award plaques, or Board of Directors dinners, etc. This does not constitute a complete list of permissible uses, but rather merely provides examples of uses that would be acceptable. One card shall be issued to a TAC Board officer at their discretion. Prior to any card purchase, concurrence must be obtained from another TAC officer.

Policy Decision #22-05 – Regional Representation

It shall be TAC policy that the Nominating Committee, in accordance with Article V, Section 4, shall strive to nominate Executive Directors from the six diverse regions of the State of Texas as illustrated below. The Nominating Committee should consider having each of the five Executive Directors from different regions, given sufficient interest by members within each region.



Policy Decision #22-06 – Ethics Complaint

It shall be TAC policy that any ethics complaint be submitted in writing (U.S. Mail or email) within three (3) months from the alleged infraction or violation and be submitted to the Ethics Committee Chairperson (Vice President). The complaint must state credible facts demonstrating the infraction or violation and be signed and dated with contact information (name, address, and email). Upon receipt of the complaint, the Ethics Committee Chairperson will form an ethics committee within 30 days. The committee shall be comprised of a minimum of three additional members, which shall include two past Presidents or Board members. The Ethics Committee is responsible for evaluating and investigating the complaint and reporting any findings or conclusions to the Board within 60 days.