

INTRODUCTION AND OVERVIEW FOR SEDONA OAK-CREEK AIRPORT AUTHORITY BOARD APPLICANTS

The Sedona–Oak Creek Airport Authority (SOCAA), is established under the authority of Arizona Revised Statutes, Title 2, Section 2-311 as a non-profit corporation, subject to the laws for non-profit corporations, the lease from Yavapai County dated January 18, 1971, with supplements and modifications appended thereto, other Arizona laws for the operation of airports and to requirements of the Federal Aviation Administration.

The purpose of SOCAA, is to be a body politic as a non-profit organization for the non-discriminatory, benefit of the people to promote health and welfare through increased traffic and prosperity via aeronautical activities at the Sedona Airport and to secure persons who wish to base their flying activities at the Airport, either as fixed base operators (FBO), non-scheduled air carriers, as lessees or to produce other types of revenue-producing businesses at the Sedona Airport. The Authority acts to perform an essential governmental function as an agency of the County and State.

The primary focus of the Board is to perform oversight of operation of Sedona Airport in a safe and sustainable manner in compliance with applicable Federal, State, and County laws and regulations and to manage the airport in a prudent and businesslike manner without unjust discrimination or imposing or levying excessive, discriminatory or other otherwise unreasonable charges or fees or for anything less than fair market rates for any use of the airport or its facilities or for any airport service

The SOCAA is seeking to fill a vacancy on the seven-member board. To be considered, applicants must reside in Sedona or within twenty miles of Sedona, be a registered voter here, and a taxpayer in the State of Arizona. Applicants must submit a written application consisting of a resume of business/volunteer experience applicable to the board position, and a cover letter, which includes biographical information, a statement as to why the applicant wishes to be considered for a seat on the board and a description of qualities applicant would bring to the position.

Applicants who meet the criteria and who may be considered to fill the vacancy then will participate in an in-person interview process with the Airport's nominating committee. Applicants who successfully pass the interview, will have their names submitted to the Yavapai County Board of Supervisors for approval, and then will be nominated for election by the Sedona Oak-Creek Airport Authority Board. All members of the board are required to complete and sign a Conflict of Interest statement; board members serve without compensation.

Regular meetings of the board are held six times a year in even-numbered months and special meetings may be called as needed with a minimum of 24-hour's notice. Members are expected to attend at least half the meetings each year, not to miss two consecutive meetings without a written waiver from an officer of the board, and thoroughly prepare for each meeting by exercising reasonable due diligence. Reading and critically analyzing materials submitted for board consideration is of paramount importance as is keeping informed about issues that may affect Airport operations and finances. Members are expected to serve on various committees and participate in other Airport activities as needed and appropriate.

A background in aviation and/or knowledge of aviation laws and regulations is not required, but all candidates must enthusiastically support aviation and view Sedona Airport as a valued asset to the community. Other areas of experience and/or expertise that may prove useful to the SOCAA Board are: service on not-for-profit boards, working knowledge of Open Meeting Laws and Roberts Rules of Order, leadership and team-building skills, land use planning, economic development, commercial property management, creation of policy, financial oversight and responsibility, business management, project development, communication skills, grant writing, community outreach, and public service. This list is provided to suggest desirable areas of expertise, but is by no means intended to be limiting. It is up to the applicant to explain in the cover letter statement and to the interview committee the connection between his/her skillset and experience as pertains to board functions.