



## AMAC CHAPTERS FAQs

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- 1) Q. Can an individual be in more than one AMAC Chapter in an AMAC Region or across AMAC Regions—would they have to pay a fee for each AMAC Chapter?**

*A. Yes. AMAC members would have to pay dues to each AMAC Chapter they wish to join.*
- 2) Q. If I have several employees across the country under my AMAC Airport or Corporate national membership, can they all be in different AMAC Chapters?**

*A. Yes.*
- 3) Q. What happens if one of my employees is in a location that has an AMAC Chapter and there is not an AMAC Chapter for another employee's location?**

*A. Your employees can join any AMAC Chapter that exists or support the development of another AMAC Chapter in their desired area.*
- 4) Q. Will companies with many employees get a discount for AMAC Chapter membership?**

*A. No. That company will be subject to the applicable AMAC membership category.*
- 5) Q. If I am a paid member in one of the other categories, will I have to pay another fee for the AMAC Chapter or will a part of my membership dues go to the AMAC Chapter?**

*A. AMAC Chapter dues are separate from AMAC National dues. Chapter dues are currently proposed at \$50 for an individual member. Chapters will propose chapter dues as a part of their Charter application.*
- 6) Q. Will the AMAC National Office manage the AMAC Chapters (membership database, financial management, dues, event fees, charters, bylaws, etc.)?**

*A. No. However, there will be coordination with the AMAC National Office.*
- 7) Q. Does the AMAC National Office have the infrastructure (software, financial, membership directory, marketing material and staff) to support AMAC Chapters?**

*A. The AMAC National Office will develop the necessary support systems over time as it develops a better understanding of what is needed. However, the AMAC Chapters will be responsible for their day-to-day operations with guidance from the AMAC National Office.*
- 8) Q. Will AMAC Chapters have websites?**

*A. Yes.*



**9) Q. Will the AMAC Board of Directors approve the plan and standards or does it come back to the members to vote?**

*A. The AMAC Chapters Development Committee will present the standards to the AMAC Board of Directors for approval.*

**10) Q. What will be the criteria for an AMAC Chapter to be in good standing (money, number of members etc.)?**

*A. The AMAC Chapters Development Committee will have criteria based on annual evaluations. Such criteria is outlined in the Request for Proposal (RFP) and will be included in the chapter agreement.*

**11) Q. Will there be a representative in the AMAC National Office dedicated to AMAC Chapters to help with the Bylaws, leadership structure, etc.?**

*A. No. Initial support will come through the AMAC Chapters Development Committee.*

**12) Q. Will the financial model be different from AMAC's 501(c)(6)?**

*A. The financial model for AMAC chapters will be consistent with AMAC's.*

**13) Q. Will there be a Council of Chapter Presidents like other organizations?**

*A. Yes.*

**14) Q. What will AMAC Regional Directors do to help build AMAC Chapters?**

*A. AMAC Regional Directors will provide advice and counsel.*

**15) Q. How will AMAC Chapters have more structure than AMAC Regions?**

*A. An objective of AMAC Chapters is to establish stronger engagement at the local and regional levels. As airport stakeholders engage in the local chapters, the regions will be strengthened.*

**16) Q. Will AMAC Chapters Bylaws have to match the AMAC National Office?**

*A. AMAC Chapters Bylaws will be constructed to align its activities with the AMAC National priorities and protocols.*

**17) Q. Do we have enough AMAC members for all eight AMAC Regions to have AMAC Chapters?**

*A. Yes. Some AMAC Regions may support multiple AMAC Chapters.*



**18) Q. Will there be standards (bylaws, size, logo, naming convention, etc.) developed for AMAC Chapters to follow?**

*A. Yes.*

**19) Q. Will there be a development guide to help AMAC Chapters get started?**

*A. Yes.*

**20) Q. Will there be a number of members needed to form an AMAC Chapter?**

*A. Yes. A minimum of 20 members.*

**21) Q. Will chapters be organized within a city or regionally (local cities unite)?**

*A. Members are free to propose an approach that meets guidelines.*

**22) Q. Will more AMAC Bylaw changes be needed before AMAC Chapters can start?**

*A. There are no additional AMAC Bylaw changes required to start AMAC Chapters. Each AMAC Chapter will be approved by the AMAC Board of Directors per recommendation of the AMAC Chapters Development Committee.*

**23) Q. When will AMAC Chapters be able to start?**

*A. Approved in June 2022 and start by June 2023.*

**24) Q. Will there be a limited number of AMAC Chapters?**

*A. Yes. Initially, only eight AMAC Chapters will be approved. One from each AMAC Region, if proposed.*

**25) Q. Will the AMAC Chapters Development Committee approve charters, bylaws, structure, etc. or will each AMAC Chapter have to go to the AMAC Board of Directors for approval?**

*A. The AMAC Chapters Development Committee, along with the AMAC President & CEO, will present Chapter Charters to the Board for approval.*

**26) Q. Is the AMAC Regional Director in charge of AMAC Chapters? Do AMAC Chapters report the AMAC Regional Director?**

*A. No. AMAC Chapters report to the AMAC National Office.*

**27) Q. Will AMAC Chapters be able to or required to fundraise?**

*A. Yes.*



**28) Q. Will AMAC Chapters have to pay fees to an AMAC Region or give money to the AMAC National Office?**

*A. AMAC Chapters will pay a one-time charter fee to the AMAC National Office. Chapter dues are submitted to AMAC Chapters.*

**29) Q. Since AMAC Regional Directors are supposed to have annual events, will the AMAC Chapters have to put them together—same with the AMAC Airport Business Diversity Conference if it is in the AMAC Chapter's region?**

*A. AMAC Chapters will present programs as a part of their strategic plan. AMAC Chapters can work with AMAC Regional Directors for programs as well.*

**30) Q. Can AMAC Chapters have events? Will they have to follow AMAC Conference Planning Committee guidelines and approval process?**

*A. Yes.*

**31) Q. Will insurance be required for an AMAC Chapter? Who will be the holder of the policy and who is liable for issues?**

*A. Yes. Legal will confirm policy holder.*

**32) Q. How will legal issues within AMAC Chapters be handled?**

*A. Legal issues will be referred to the AMAC National Office and consulted with AMAC's Legal Counsel.*

**33) Q. Will AMAC Chapters also have to have an AMAC Foundation and Political Action Committee (PAC)?**

*A. AMAC Chapter Officers and members will be aligned with and participate on all national AMAC Committees, including the AMAC Foundation and PAC.*

**34) Q. What structure model will the AMAC Chapter have in relation to AMAC?**

*A. The AMAC Chapter will report to the AMAC National Office.*

**35) Q. Can a company/organization or airport be an AMAC Chapter member and considered an individual when voting?**

*A. Voting rights are defined by national AMAC membership, not AMAC Chapters.*

**36) Q. Is AMAC Chapter development in the AMAC Bylaws?**

*AMAC's Bylaws have been amended, as approved by the membership during the 2021 AMAC Airport Business Diversity Conference to allow AMAC Chapters. The AMAC Bylaws will not reference each AMAC Chapter specifically.*



**37) Q. Who can form an AMAC Chapter?**

*A. AMAC Members.*

**38) Q. What role will airports play in forming and participating in AMAC Chapters?**

*A. Airports can and are encouraged to start, join and participate in the successful operation and management of AMAC Chapters.*

**39) Q. How does the AMAC Chapter function?**

*A. AMAC Chapters will be autonomous and are required to be aligned with the AMAC mission, vision and standards. An agreement will be required.*

**40) Q. How long does the process take to be officially recognized as an AMAC Chapter?**

*A. Between 6 months to a year. The process will begin following the RFP Notice of Intent to Charter.*

**41) Q. Do I have to join an AMAC Chapter?**

*A. No. It is encouraged, but optional.*

**42) Q. Will there be a special section on AMAC's website about AMAC Chapters?**

*A. Yes.*

**43) Q. Can I belong to more than one AMAC Chapter?**

*A. Yes.*

**44) Q. What type of activities can each AMAC Chapter accomplish?**

*A. AMAC Chapter guidelines will be developed.*

**45) Q. Who will each AMAC Chapter President report to?**

*A. The AMAC National Office and AMAC Council of Presidents.*

**46) Q. Can I join an AMAC Chapter and not be an AMAC member?**

*A. No.*

**47) Q. How do we find other members who might want to join a chapter?**

*A. Fellow AMAC members in the regions, like organizations, aviation professionals.*

**48) Q. Can there be more than one AMAC Chapter serving the same community?**

*A. Our goal is to have areas represented without overlap.*



**49) Q. Can organizations join an AMAC Chapter?**

*A. Members of a Chapter must be members of the national AMAC without exception. The AMAC Chapters Development Committee verifies that all individuals are members in good standing through the AMAC National Office and AMAC Membership Committee.*

**50) Q. How often do AMAC Chapters meet?**

*A. AMAC Chapters will present an annual strategic plan and events/programs schedule.*

**51) Q. Is membership transferable?**

*A. No.*

**52) Q. Would the AMAC Chapter report to its AMAC Regional Director?**

*A. No.*

**53) Q. What is the cost to join an AMAC Chapter versus joining AMAC?**

*A. All AMAC Chapters are required to be AMAC members. Local dues are expected to be \$50 per person.*

**54) Q. Which AMAC Chapters are being planned initially?**

*A. An RFP has been issued to solicit interested chapters. There are not any initial AMAC Chapters identified.*

**55) Q. How long does an AMAC Chapter operate before acknowledging or joining AMAC?**

*A. The AMAC Chapters are not official until they are approved by the AMAC National Office and presented to the AMAC Board of Directors for approval.*

**56) Q. Can any person join an AMAC Chapter?**

*A. Any AMAC member can join an AMAC Chapter.*

**57) Q. How are AMAC Chapter concerns brought to the national level?**

*A. Through participation in the national AMAC Committees and representation on the AMAC Board of Directors.*

**58) Q. Will each AMAC Chapter have its own Bylaws?**

*A. Yes.*

**59) Q. Will the AMAC National Office accept affiliates to be involved as a AMAC Chapter?**

*A. Yes.*



**60) Q. Will there be an annual fundraising goal for each AMAC Chapter?**

*A. AMAC Chapters will present annual plans that include program efforts and goals. AMAC Chapters will have an agreement with the AMAC National Office that outlines revenue sharing for any program efforts.*

**61) Q. Will the each AMAC Chapter need to establish their own bank accounts?**

*A. Yes.*

**62) Q. Will each AMAC Chapter have a representative on the AMAC Board of Directors?**

*A. Each AMAC Chapter President will be a part of the AMAC Council of Presidents, who will nominate a member to represent the AMAC Council of Presidents on the AMAC Board of Directors.*

**63) Q. What percentage of the local revenue, dues are to be shared with the AMAC National Office?**

*A. Revenue sharing from programs, etc. will be determined in the Memorandum of Agreement. Chapter dues will not be shared with the AMAC National Office.*

**64) Q. How will the AMAC National Office monitor the AMAC Chapters?**

*A. Quarterly and annual review processes.*

**65) Q. What if the AMAC National Office wants to terminate a AMAC Chapter? What is the process?**

*A. We do not anticipate terminating an AMAC Chapter.*

**66) Q. Will AMAC Chapters report to the AMAC Trade Board Chair?**

*A. No.*

**67) Q. How does the AMAC National Office get money if they don't charge AMAC Chapters?**

*A. AMAC Chapters will pay a charter fee. There will be a revenue sharing agreement for program efforts.*

**68) Q. Who is the liaison to the AMAC Chapters during charter process?**

*A. The AMAC Chapter Development Committee and AMAC National Office.*

**69) Q. How do AMAC Chapter activities plan to align with AMAC and AMAC Foundation activities?**

*A. There will be an AMAC Chapter Officer/Member that participates on each of the AMAC Committees.*