

Jeff Bilyeu

From: Erin O'Connor <Erin.OConnor@aaae.org>
Sent: Tuesday, August 13, 2024 12:24 PM
Cc: Erin O'Connor
Subject: [EXTERNAL] 39th Annual Aviation Issues Conference | January 5-9, 2025, | Kauai, HI

Good afternoon, AAAE Leaders

The **39th Annual Aviation Issues Conference** will take place January 5-9, 2025, in Kauai, HI at the [Grand Hyatt Kauai](#). To assist you in travel planning, we would like to provide the following leadership details -

Saturday, January 4

6 – 7:30 p.m. AAAE Leadership Reception with Sponsors

Sunday, January 5

8 a.m. – 12:15 p.m. AAAE Board of Directors and Policy Review Council Meeting

12:15 – 1:15 p.m. AAAE Board of Directors and Policy Review Council Lunch

OR

12:15 – 1:30 p.m. AAAE Chapter Officers Lunch with Chair Crider and First Vice Chair Hupp

Sunday, January 5 - Thursday, January 9, 2025

39th Annual Aviation Issues Conference

The 39th Annual Aviation Issues Conference begins on Sunday, January 5 at 5:30 p.m. with a welcome reception and concludes on Thursday, January 9 at 11:30 a.m.

AAAE will make your hotel reservation with the [Grand Hyatt Kauai](#) at 1571 Poipu Rd, Koloa, HI 96756, phone 808.742.1234. AAAE has various group rate offerings (based on availability) including Standard View Rooms, \$376; Resort View, \$399; Partial Ocean View Room, \$423; or Ocean View Rooms, \$457. Group rates are available Friday, 1/3 through Thursday, 1/9. Nights needed outside of these dates might be at the hotel's rack rates.

All reservations must be accompanied by a two (2) night's room and tax deposit. The guest room rates are quoted exclusive of any applicable taxes (currently 17.962%), applicable service fees, and/or Hotel-specific fees in effect at the time of the event.

All rates are based on single or double occupancy. Each extra person sharing a room will be charged an additional \$60.00 plus tax per night, beginning with the third adult. There will be no charge for children under the age of 18 years sharing the same room with their parents and utilizing existing bedding. Maximum occupancy is four (4) adults or two (2) adults and two (2) children per room. A rollaway may be available upon request. The maximum number of rollaway per room or suite is one (1). Rooms with 2 beds are unable to accommodate a rollaway.

Hotel reservation cancellation information: Cancellation of individual reservations from the time of booking until November 4, 2024, will be accepted and subject to cancellation fee of one (1) night of room and tax. For reservations cancelled between November 5, 2024, and December 28, 2024, individuals will be responsible for two (2) nights room and tax. Cancellations made from December 29, 2024, up to arrival date will be subject to the cost of the full length of stay plus taxes. This includes full or partial cancellations.

Lihue Airport (LIH) is the closest airport, which is about a 25-minute (15 miles) drive from the Grand Hyatt Kauai. Taxis, Uber and Lyft are also on the island which will cost approximately \$40 to get to the Grant Hyatt. If you prefer to rent a car, rental car information will be available on the website in the coming weeks.

AAAE will reimburse your travel expenses (airfare, hotel room & tax and ground transportation to and from the airport) associated with traveling to the conference. **AAAE will reimburse up to five (5) nights (Saturday, January 4 through Thursday, January 9) of your hotel stay.**

Please complete and submit the 2025 AAEE Hawaii Leadership Travel Form by Thursday, August 29, 2024.

Once we receive your travel details, including your arrival and departure dates, we can arrange your hotel accommodation.

Registration for the conference will open in September.

Please contact **Erin O'Connor** at 703.797.2520 or erin.oconnor@aaae.org or **Jacky Sher Raker** at 703.575.2472 or jacky.sher@aaae.org should you have any questions.

Thank you
Erin

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[American Association of Airport Executives](#)

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