



# ISSA: Chapter Board Meeting Minutes

June 5, 2014 11:30am - 1:00pm  
 Crowne Plaza - 6121 N. IH 35  
 Austin, TX 78731

<b>Presiding Officer:</b> Charisse Castagnoli, President	<b>Recorded By:</b> Chuck Interrante, Rec. Sec. (pro tem)
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## Officers, Members, and Guests in Attendance:

+ Charisse Castagnoli, President	+ Philip J Breyer, Past President
+ Auston Holt, Vice-President	Matt Pardo, Volunteer Coordinator
+ Heather Poggi-Mannis, Education Director	Vern Williams, Past President
+ Richard Stephens, Membership Director	Dominic Pace, UT Student Rep.
+ David Ochel, Corresponding Secretary	+ Chuck Interrante, Recording Secretary (Interim Appointee)
+ Courtney Cavness, Marketing Director	Gene Naftulyev, Sponsorship Director
Stephen Wolff, Treasurer	Doug Landoll, Past President
+ Larry Moore, Operations Director	Paul Griffin, Past Board Member

The meeting was called to order at 11:39am by Chapter President, Charisse Castagnoli.

1. Opening Comments – Auston suggested a New Book by Peter Kim, *The Hacker Playbook: A Practical Guide to Penetration Testing*.
2. We have a quorum.
3. Courtney proposed that we consider a ‘better’ lunch option for the June “Bring a friend free” event.
  - a. Richard seconded the motion, David also liked the idea.
  - b. A vote showed 7 in favor with no nays or abstentions.
4. June is “Bring a Friend” month. We need to promote this event more aggressively.
5. We will want to capture the guest information (email), marketing folks will determine best how to do this.

### **SPONSORS** [*Gene Naftulyev, Sponsorship Director Reporting*]

1. Gene was not able to attend.
2. Action item for Gene: **Define silver, gold, and platinum level options for sponsors.**

### **MEMBERSHIP** [*Richard Stephens, Membership Director Reporting*]

1. 235 members. Our numbers are stagnating. 7 new members last month but we lost 7 members.
2. We need to **develop events that bring in more prospects.**

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3. We have the audio from our events for those who cannot attend.
4. We can **reach out to those non-renewing members** who are still local and learn why they have not renewed.
5. Richard and Charisse will **draft a joint letter to non-renewing members**.

## **MARKETING** [Courtney Cavness, Marketing Director Reporting]

1. Charisse wants to **develop a presentation deck and audio track (like a webinar)**.
2. David wants to table this for now. We can discuss at the next meeting.
3. Courtney has completed the new guidelines for branding - spelling, colors, etc.
4. Action item for Gene: **define silver, gold, and platinum options for sponsors**.
5. With respect to the website redesign, going forward we will **archive anything older than 2013 on Google Drive**.
6. Janice Pardo has been working with Courtney on the design.
7. We want to include the student outreach email address on the website.
8. The site will include info about this year's and prior years' speakers.
9. We need to **aggressively go after testimonials from infosec community leaders** (e.g. Mary Ann Davidson). Members need to be able to justify the cost and time away from work to their management.
10. Janice needs "content" ASAP for the web site design.
11. What about ISSA discounts? Where do these go on the new website?
12. Charisse suggests that we (in addition to design, we want them to maintain the site, and manage the content on an ongoing basis).
13. Charisse will speak to Stephen to determine if there is room in the budget to pay for monthly web "content management" work.

## **FINANCES** [Stephen Wolff, Treasurer Reporting]

Stephen was not able to attend.

### Balances as of 6/4/2014:

- A+ FCU Operating Account = \$23,006.80
- A+ FCU Conference Account = \$110.96
- PayPal Account = \$2,251.69

### Outstanding Deposit to Operating Account:

- \$164.38 Eventbrite, April 16 Chapter Meeting
- \$50.76 Eventbrite, May 1 Advanced Risk Training
- \$347.20 Eventbrite, May 21 Chapter Meeting

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- \$20.00 Cash at door, May 21 Chapter Meeting
- \$1,000.00 Sponsorship, Radware,
- \$2,500.00 Sponsorship, Seccuris USA

## Outstanding Invoice:

- \$2,500 Netskope (Stephen will follow up on this)

## **COMMUNICATION** [*David Ochel, Corresponding Secretary Reporting*]

1. We all feel David is doing a great job on the newsletter. (Yeah!)
2. We still need pricing for Google apps for business.

## **LEADERSHIP** [*Charisse Castagnoli, President Reporting*]

1. What is our relationship with Innotech?
2. **We need a team of 4- 6 members to man the table and work with the speakers at this year's Innotech Conference.** Let's ask Matt Pardo to take this on as an action item.
3. The conference falls on the same day as our October meeting. Let's make this our monthly meeting.
4. **We need to move expeditiously on booking speakers.**
5. Vern is running for ISSA international board member.
6. Joe Krull is also running

## **ORGANIZATION** [*Larry Moore, Operations Director Reporting*]

1. Larry will run the June meeting.
2. Chapter of the year submission is still in progress. It is due in August?

## **VICE PRESIDENT'S REPORT** [*Auston Holt, Vice-President*]

1. Austin Security Happy Hour is working along nicely.
2. Auston and Charisse are all for investigating the cost of sponsoring an event.
3. Charisse has concerns about paying for alcohol. We could offer to pay for the food as a compromise?

## **EDUCATION DIRECTOR'S REPORT** [*Heather Poggi-Mannis, Education Director, Reporting*]

1. Heather says that the Database security guru from Oracle may be available in October to speak. Point of contact is Vern Williams.
2. Calendar:
  - a. June and July are booked.
  - b. August is still open, Elizabeth Rogers? Charisse will follow up.
  - c. Sept is done.
  - d. October is Innotech.
  - e. November is Gemalto.

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- f. December is elections and year end meeting.
3. Regarding the Challenge Coin/Speaker Gifts:
  - a. The main choices are die struck or molded. Charisse is convinced that the molded coins are not nice enough. Her proposal is that we go with Die Stuck.
  - b. The set up fee for Northwest Territorial Mint is \$450 (one time charge) and \$33 each for silver or \$6 each for antique bronze. The silver coins are 99% silver and come with a leatherette case.
  - c. This is going to be at least a \$2K+ project.
  - d. The bronze coins would be for conference volunteers, etc.
  - e. The silver coins would be for speakers.
  - f. We could do 25 bronze and 25 silver.
  - g. Heather will ask about display options.
  - h. Richard wants to **research the reputation of Northwest Territorial Mint**.
  - i. We need Stephen's input on finances.
  - j. We will take an electronic vote so that everyone can participate on this!
4. Is there a way to link or import the web calendar to our local device calendars?

## **RECORDING SECRETARY**

1. Chuck has agreed to take on this role until such time as he no longer has the availability.
2. He needs to be ratified by the membership at a monthly chapter meeting.

## **NEW BUSINESS**

### **UT Student Chapter (Dominic Pace)**

1. Dominic did not attend.

### **Chapter Officer Communication**

1. Nothing to report.

## **ADJOURNMENT:**

1. Motion to Adjourn was made by Auston
2. Seconded by Heather at 12:53pm: **PASSED**
3. The Meeting was adjourned at 12:53pm