ISSA: Chapter Board Meeting Minutes

March 5, 2015 11:30am - 1:00pm
Crowne Plaza - 6121 N. IH 35
Austin, TX 78731

Presiding Officer: Jackie Wilson, President  Recorded By:  David Longenecker

Officers, Members, and Guests in Attendance:

+ Jacqueline Wilson, President  +  David Longenecker, Recording Secretary
+ Auston Holt, Vice-President  Richard Stephens, Past Board Member
+ Matt Pardo, Education Director  Stephen Wolff, Past Board Member
+ Larry Moore, Membership Director  Courtney Cavness, Past Board Member
+ Dave Gray, Treasurer  Heather Poggi-Mannis, Past Board Member
+ David Ochel, Corresponding Secretary  William Tompkins, Past Board Member
+ Paul Griffiths, Marketing Director
+ Vern Williams, Operations Director
+ Charisse Castagnoli, Sponsorship Director

The meeting was called to order at 11:37 am by Jackie. We do have a quorum.

1. Due to inclement weather, the board met by conference call. There was some confusion ahead of time as to how to handle changing board meeting venue or date, with a suggestion that we follow AISD as many businesses do: if AISD cancels school, we would have a standing policy of meeting by concall. Auston will review bylaws to determine what if anything needs to be done to make this formal.

2. Vern will investigate the ISO 27001 Security Summit conference, to be held in Austin May 13-14. They have invited us to partner with them in exchange for some promotion to our contacts, but the initial proposal appears to request more website traffic and email publicity than we are able to provide. Vern will see how their requirements align with what we can offer.

3. Speakers: The April speaker has been incommunicado after initially agreeing to speak. Auston is talking to Mano Paul as a possible alternative.

4. Dave Gray will take care of name badges for officers.
SPONSORS [Charisse Castagnoli, Sponsorship Director Reporting]

1. Did not attend; via email communicated the following (also stored on the Google Drive):

<table>
<thead>
<tr>
<th>Activity</th>
<th>Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>March ISSA lunch</td>
<td>None</td>
</tr>
<tr>
<td>April ISSA lunch</td>
<td>Qualys</td>
</tr>
</tbody>
</table>
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MEMBERSHIP [Larry Moore, Membership Director Reporting]

MEMBERSHIP REPORT
FEBRUARY 2015

ACTIVE MEMBERS
227

NEW MEMBERS
Reserving Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victor Oebius</td>
<td>Classic Consulting Group</td>
<td>CEO/Owner</td>
</tr>
<tr>
<td>Charles Cocoaguas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ryan Derming</td>
<td>FutureCom</td>
<td>Account Manager</td>
</tr>
<tr>
<td>Austin Whit</td>
<td>Austin EIA</td>
<td>Vice President</td>
</tr>
<tr>
<td>Matthew Parks</td>
<td>VelocityCorp, Inc.</td>
<td>Consultant</td>
</tr>
<tr>
<td>Debbie Parker</td>
<td>Texas Juvenile Justice Department</td>
<td>Network Specialist</td>
</tr>
<tr>
<td>Wesley Pennyman</td>
<td>Emory-NC State University Worldwide</td>
<td>Vice President, Cybersecurity &amp; Intelligence</td>
</tr>
<tr>
<td>Sumeet Sehgal</td>
<td>Cofactor Consulting</td>
<td>CTO</td>
</tr>
<tr>
<td>Steven Block</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dan Walker</td>
<td>Mindy Cyber</td>
<td></td>
</tr>
<tr>
<td>Jason Williams</td>
<td>University of Texas System</td>
<td>Information Security Analyst</td>
</tr>
</tbody>
</table>

MARKETING [Paul Griffiths, Marketing Director Reporting]
1. Discussion around shirts, left it in Paul’s hands as Marketing Director to make a recommendation.

FINANCES [Dave Gray, Treasurer Reporting]
Balances as of March 1, 2015:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A + Conf Checking</td>
<td>10.00</td>
<td>10.00</td>
<td>10.00</td>
</tr>
<tr>
<td>A + Oper. Checking</td>
<td>25,340.61</td>
<td>27,545.61</td>
<td>33,395.52</td>
</tr>
<tr>
<td>A + Oper. Savings</td>
<td>0.00</td>
<td>0.00</td>
<td>10.00</td>
</tr>
<tr>
<td>PayPal</td>
<td>2,289.33</td>
<td>2,289.33</td>
<td>1,000.00</td>
</tr>
<tr>
<td>TOTAL Bank Accounts</td>
<td>27,740.98</td>
<td>29,946.04</td>
<td>34,516.66</td>
</tr>
<tr>
<td>Cash Accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Petty CASH</td>
<td>0.00</td>
<td>0.00</td>
<td>60.00</td>
</tr>
<tr>
<td>TOTAL Cash Accounts</td>
<td>0.00</td>
<td>0.00</td>
<td>60.00</td>
</tr>
<tr>
<td>OVERALL TOTAL</td>
<td>27,740.98</td>
<td>29,946.04</td>
<td>34,576.66</td>
</tr>
</tbody>
</table>

Minutes are in draft form until approved by the Board Members
Minutes Approved as Published on:
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Notes:

- The CHFI EventBrite $33,246.10 check was received and deposited in February however the bank is holding the funds until the first week of March due to its size.

- Items below are not reflected in the balances:
  - The EventBrite February chapter meeting check for $434 has not been received.
  - The Alien Vault chapter meeting sponsorship check for $2,500 has not been received.
  - The Rapid 7 chapter meeting sponsorship check for $2,000 has not been received.

Jackie has concerns over cash flow – we should have netted $4k or $5k from the CHFI class, but the current finance report doesn’t seem to show this. David Gray says this was due to confusion in how the numbers were reported last month, and in how EventBrite handles event payment – EventBrite does not release money until several days after an event, while we had expenses to pay ahead of the class. Jackie and David are investigating what it would take to get a line of credit to use for major events that could significantly disrupt cash flow.

David Gray moves to investigate getting an organizational credit card or line of credit that is not the personal responsibility of an officer, seconded by Auston. This would enable the chapter to handle larger event expenses without disrupting cash flow during the event. The motion passed with a unanimous vote.

David Gray will also pursue a financial review of our records as is required annually under chapter bylaws.

The board voted last year to support an ISSA/OWASP InfoSec Happy Hour this spring. The chapter will support the March Happy Hour, taking place the Wednesday evening before BSides at the same venue. This will come from the “Other Conferences and Training” budget line item.

COMMUNICATION [David Ochel, Corresponding Secretary Reporting]

1. Nothing to report

LEADERSHIP [Jacqueline Wilson, President Reporting]

1. Nothing to report

ORGANIZATION [Vern Williams, Operations Director Reporting]

1. Nothing to report

VICE PRESIDENT’S REPORT [Auston Holt, Vice-President]

1. Nothing to report

EDUCATION DIRECTOR’S REPORT [Matt Pardo, Education Director, Reporting]

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Matt is talking with Chris Hadnagy about a Social Engineering training event in September.

Matt is arranging a July 13-14 intro to malware event with Tyler Hudak.

RECORDING SECRETARY
  1. Nothing to report

NEW BUSINESS

UT Student Chapter (Dominic Pace)
  1. Did not attend

Chapter Officer Communication
  1. Nothing to report

Additional discussion notes:
  1. None

ADJOURNMENT:
  1. @13:06 Auston moved to adjourn, seconded by Vern, motion passed.