ISSA: Chapter Board Meeting Minutes

June 4, 2015 11:30am - 1:00pm
Crowne Plaza - 6121 N. IH 35
Austin, TX 78731

Presiding Officer: Jackie Wilson, President  Recorded By: Matt Pardo

Officers, Members, and Guests in Attendance:

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

The meeting was called to order at 11:40 am by Jackie. We do have a quorum.

1. Matt read the minutes. Motion by Mat to approve the minutes as read, seconded by Paul; the motion passes.

2. Dave presented the financials, and suggested we maintain a reserve of $20,000 at all times.
   - Internal review is in progress, but not complete to the point that we can approach Chase about a business credit card. Dave anticipates this will be done in the next few months.
   - There was some minor discussion about the fact that we have a debit card, but not a credit card.
   - Dave will look into moving a portion of our cash into a savings account in order to protect ourselves in the event of some sort of fraud.

3. Jackie brought up a scholarship for the UT Privacy program. Griff will champion this idea.

4. Jackie mentioned that speakers have been a scramble lately and would like information put together sooner/faster.
   - Action item: Matt will send a message to the officers requesting contact information and will collect it earlier.

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5. Jackie brought up the idea of a service project. Vern mentioned doing it through his church.

6. Reach out to UT. Will check with Dominic for working with UT. Larry mentioned Brent Winkleman.
   Professor Young
   - Phil mentioned that there are limited meetings. Meetings best if there is food provided. Provide speakers and such. Maybe joint
   - Meeting with some of the student chapters of various groups (IEEE, IT security and so on)
   - Action item: Larry will take this action item and spearhead with Dominic.

7. Jackie brought up the idea of the board doing a service project as a team building exercise.
   - People talked about various talks they have given to various groups including computer club of austin, assisted care groups, schools, AISD
   - Action item: Vern mentioned heroes night out and will contact them

8. Education report
   - Jeff Reich to present in the June meeting.
   - Raf is on for July
   - Tyler is still good for July
   - Brian Engle said he could speak later in the year if we want
   - Feedback is in the usual place
   - June meeting info will be posted as soon as I get it

9. Action item: Promote SDLC event
   - Friday June 12th
   - Secure DLC should be promoted in the newsletter

10. Jackie brought up the chapter submission for chapter of the year
    - one chapter doubled membership by changing things
    - Dave said we could upgrade the food at Norris
    - Maybe mix up the food for the meetings so it isn't always the same
    - Phil - great idea to refresh, content is the primary thing to consider, don't do a good job promoting the meetings, haven't done a good comprehensive survey of the list
    - Action item: Griff will look into a survey - he will talk with David
    - Another chapter built a security lab - with security tools and such
    - could associate with the university -
    - Auston mentioned hackerspace
    - Vern mentioned tech now

11. Larry mentioned the policy for the calendar he created

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- Auston mentioned putting it to vote at the next meeting

12. Michael’s class was discussed and we may move it to later in the year

13. Dave Grey is talking with a representative from Cyber Range about either a chapter talk or a half-day / full-day class. Multi-day classes appear far too expensive to appeal to our membership.

SPONSORS [Charisse Castagnoli, Sponsorship Director Reporting]

1. Upcoming sponsors:

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<th>Activity</th>
<th>Sponsor</th>
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MEMBERSHIP [Larry Moore, Membership Director Reporting]

1. 17 renewing members
2. 230-240 are our member numbers

MARKETING [Paul Griffiths, Marketing Director Reporting]

1. Nothing to report.

FINANCES [Dave Gray, Treasurer Reporting]

The May 31, 2015 Chapter balance sheet, including Eventbrite, PayPal and A Plus Credit Union is below.
Notes:

1. Income from sponsorships already exceeds the budgeted amount by $1,500 (way to go Charisse!)
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]
1. Nothing to report

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. @13:04 Matt moved to adjourn, seconded by Larry, motion passed.