



# ISSA: Chapter Board Meeting Minutes

**July 2, 2015 11:30am - 1:00pm**  
**Crowne Plaza - 6121 N. IH 35**  
**Austin, TX 78731**

<b>Presiding Officer:</b> Auston Holt, Vice President	<b>Recorded By:</b> David Longenecker
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## 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		Paul Jauregui, Innotech committee chair
+	Paul Griffiths, Marketing Director	+	Phil Beyer, Past Board Member
	Vern Williams, Operations Director	+	Michael Gough
+	Charisse Castagnoli, Sponsorship Director	+	Laurel Marotta, guest
		+	Michael Marotta, guest

1. The meeting was called to order at 11:40 am by Auston. We do have a quorum.
2. Innotech update (via email from Paul Jauregui): working with conference organizer to lock in speakers in the next 30 days. Website content and promotion will begin in August, about 60 days before the event. Needs a moderator for an incident response panel (Michael Gough volunteered, and Larry Moore will be a backup). Wants ISSA board to designate a host for the security track (Larry Moore and Heather Poggi-Mannis volunteered). Need someone to staff our booth (Matt Pardo will coordinate, and seek volunteers at the July member mtg). Need booth materials (we have lots of pens, need other stuff). Innotech would like us to sponsor a meal (\$49/head, about 100 heads); it seems we are doing a non-proportional amount of work and funding for the event, not sure of the value we would get out of this. Matt will follow up with Paul on this; at present the board is not in favor of committing more money.
3. Dave Grey investigated lunch options for member meetings. Norris has a half dozen "premium" options but at additional cost (\$16/head instead of \$11/head, with a 55 person minimum). We have funding available within the budget but does it provide value that would be appreciated by the membership? The board is in favor of trying out a premium mal once a quarter.

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4. Michael Gough is giving a directed donation of \$4,000 to the Capital of Texas chapter of ISSA, which will be used to sponsor B-Sides Austin next year.
5. Education director: the Tyler Hudak malware class is now full with a wait list. Working a Chris Hadnagy social engineering class, which appears likely for December. Speakers lined up for the rest of the year, but a few have yet to confirm. Michael Gough will approach DualCore about talking in Feb or April 2016.
6. Larry proposed a calendar policy last month.
  - a. If sponsoring org is a non-profit group, we will post security-related events on our site whether it is open to public or is a member-only event. If a for profit organization, events will be posted only if they are open to public. The presiding officer can remove any item in violation.
  - b. Motion by Charrisse to accept the proposal, seconded by Paul Griffiths. After discussion, the motion was tabled. Rather than adopt this as a formal policy, since there has not been a problem with calendar abuse, the board will treat this as guidelines.
7. Laurel and Michael Marotta want to start a mentorship program for small non-profit and SOHO organizations seeking to understand secure practices. They are looking for temporary office space, promotion/endorsement, and mentors. The board thinks this is a beneficial activity and a good way for the chapter to give back; Larry will talk with the Marottas on how this could be structured. The Marottas write two blogs:  
  
IntentionalPrivacy.cpm  
NecessaryFacts.blogspot.com
8. Jackie brought up a scholarship for the UT Privacy program last month. There is some confusion over what exactly we intended to support – there are several UT programs in the works, but none labeled specifically “UT Privacy Program.” Charisse has contacts at the university and will look into it, find out what this is.
9. Paul spoke about some handouts available from ISSA International that we could order and make available when we have booths at events. Paul explained the current state of the chapter’s SurveyMonkey account and the limitations of the free account / costs of an upgraded account; he is also putting together a member survey for the next newsletter and sought suggested questions for the survey.
10. Auston moves to adjourn, second by David Longenecker, adjourned at 12:59

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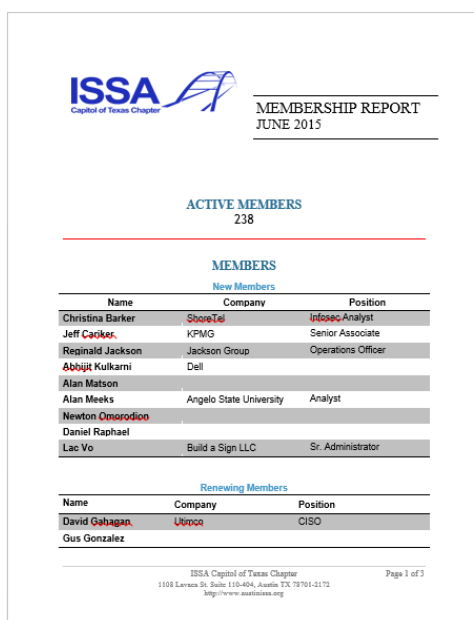
## SPONSORS [Charisse Castagnoli, Sponsorship Director Reporting]

1. Upcoming sponsors:

Activity	Sponsor
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## MEMBERSHIP [Larry Moore, Membership Director Reporting]

1. 9 new, 8 renewing members
2. 238 current members



**ISSA**  
 Capitol of Texas Chapter

**MEMBERSHIP REPORT**  
 JUNE 2015

**ACTIVE MEMBERS**  
 238

**MEMBERS**  
 New Members

Name	Company	Position
Christina Barker	ShoreTel	Infosec Analyst
Jeff Cariker	KPMG	Senior Associate
Reginald Jackson	Jackson Group	Operations Officer
Abbijit Kulkarni	Dell	
Alan Matson		
Alan Meeks	Angelo State University	Analyst
Newton Omerodion		
Daniel Raphael		
Lac Vo	Build a Sign LLC	Sr. Administrator

Renewing Members

Name	Company	Position
David Gahagan	Ultron	CISO
Gus Gonzalez		

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Paul Griffiths	Albion Computer	Network Computing Consultant
David Oebel	Seculibound	Principal
Mano Paul	SecuRisk Solutions	CEO
Drew Rose		
Joseph Visconti	Visconti Consulting	CEO
Jacqueline Wilson	Dell	IT Security Specialist

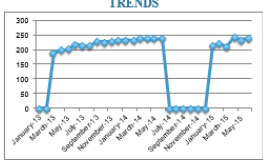
**POTENTIAL MEMBERS**  
 None

**INACTIVE MEMBERS**  
 RECENTLY LAPSED

Name	Company	Position
Clairene Campbell		
Louisa Hoberman	(ISC)?	Information Security Analyst
Sean Lamm		
Brandon Newport	Sourcode	Sr. Security Engineer
David Sanford	Austin Computer Security	Senior Partner
Jimmy Williams	LegalShield	Independent Associate

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**TRENDS**



Membership Total			
	2015	2014	2013
January	220	233	0
February	227	232	0
March	241	237	188
April	241	235	199
May	234	235	200
June	238	236	218
July		0	212
August		0	212
September		0	227
October		0	226
November		0	228
December		0	231

Months with no members were not recorded.

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## MARKETING [Paul Griffiths, Marketing Director Reporting]

1. Nothing to report.

## FINANCES [Dave Gray, Treasurer Reporting]

The June 30, 2015 Chapter balance sheet, including Eventbrite, PayPal and A Plus Credit Union is below.

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**Budget - Annual to Date - Current Year**  
 10/1/2014 through 9/30/2015 Using 2015 Budget

7/1/2015

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Category	Actual	2015 Budget	Difference
<b>INCOME</b>	<b>61,851.60</b>	<b>55,100.04</b>	<b>6,751.56</b>
Chapter Sponsorships (Inc)	11,500.00	9,999.96	1,500.04
Educational Revenue	<b>42,513.33</b>	<b>35,500.08</b>	<b>7,013.25</b>
Hosted Training Events	<b>41,600.00</b>	<b>0.00</b>	<b>41,600.00</b>
20150202 - 0206 CHFIV8	40,825.00	0.00	40,825.00
20150713 - 0714 Intro to Maware	775.00	0.00	775.00
Member Meetings	913.33	3,500.04	-2,586.71
Interest (Inc)	61.27	99.96	-38.69
Member Dues (Inc)	7,070.00	8,000.04	-930.04
Other Income	<b>707.00</b>	<b>1,500.00</b>	<b>-793.00</b>
Association-Branded Items	307.00	1,500.00	-1,193.00
Misc (Inc)	400.00	0.00	400.00
<b>EXPENSES</b>	<b>48,744.32</b>	<b>61,050.00</b>	<b>12,305.68</b>
Conferences (Exp)	<b>1,500.00</b>	<b>2,250.00</b>	<b>750.00</b>
Bsides	1,500.00	1,500.00	0.00
Innotech	0.00	249.96	249.96
Misc. Conference Expenses	0.00	500.04	500.04
Education Costs	<b>33,462.71</b>	<b>33,000.00</b>	<b>-462.71</b>
Educational Promo Items	134.34	500.04	365.70
Hosted Training Events	<b>31,998.52</b>	<b>27,000.00</b>	<b>-4,998.52</b>
20150202 - 0206 CHFIV8	31,998.52	0.00	-31,998.52
Other Hosted Training Events	0.00	27,000.00	27,000.00
Misc	4.85	0.00	-4.85
Other Conferences & Training	354.00	1,500.00	1,146.00
Speaker Appreciation Awards	464.00	500.04	36.04
Speaker Expenses & Fees	507.00	2,499.96	1,992.96
Training Scholarships & subsidies	0.00	999.96	999.96
General Expenses	<b>5,884.01</b>	<b>9,599.88</b>	<b>3,715.87</b>
Accounting & Banking Fees	1,776.62	2,499.96	723.34
Advertising & Marketing	233.10	500.04	266.94
Association Branded Items	1,839.10	1,500.00	-339.10
Equipment & Software Purchases	198.10	249.96	51.86
Office Supplies	58.99	200.04	141.05
Other	400.00	0.00	-400.00
Postal Box Rental	384.00	399.96	15.96
Printing Costs	13.10	249.96	236.86
Recognition Awards	107.00	500.04	393.04
Records Storage	584.00	999.96	415.96
Website & Email expenses	290.00	2,499.96	2,209.96
Meetings	<b>7,897.60</b>	<b>16,200.12</b>	<b>8,302.52</b>
Board	1,466.68	3,500.04	2,033.36
Members	6,229.26	11,000.04	4,770.78
Planning	201.66	500.04	298.38
<b>Net Difference:</b>	<b>13,107.28</b>	<b>-5,949.96</b>	<b>19,057.24</b>

Notes:

1.

Minutes are in draft form until approved by the Board Members

Minutes Approved as Published on:

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Balances

Account	3/31/2015	4/30/2015	5/31/2015	6/30/2015
<b>ASSETS</b>				
<b>Cash and Bank Accounts</b>				
A+ Conf Checking	\$10.00	\$10.00	\$10.00	\$10.00
A+ Conf. Savings	\$101.16	\$101.18	\$101.20	\$25,103.56
A+ Oper. Checking	\$36,099.49	\$36,527.89	\$37,448.04	\$12,451.10
A+ Oper. Savings	\$10.00	\$10.00	\$10.00	\$10.00
PayPal	\$1,145.74	\$3,096.25	\$3,142.95	\$3,095.60
Petty CASH	\$100.00	\$100.00	\$145.00	\$178.00
TOTAL Cash and Bank Accounts	\$37,466.39	\$39,845.32	\$40,857.19	\$40,848.26
<b>TOTAL ASSETS</b>	\$37,466.39	\$39,845.32	\$40,857.19	\$40,848.26
<b>LIABILITIES</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>OVERALL TOTAL</b>	\$37,466.39	\$39,845.32	\$40,857.19	\$40,848.26

## **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. Malware class is full
2. In talks with Chris Hadnagy about December 2-day OSINT class. He is looking into whether it will work or not. The class would be \$1200 per student.
3. Brian Engle has agreed to do August. That gives us time to fill in the slots for the rest of the year.
4. I am concerned about Innotech and the CISO forum mostly because there doesn't seem to be any information about what is going on with them.
5. In talks with Peter Kim (Hacker's Playbook) about giving a tech talk after defcon.

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Status	Month	Date of talk	Replace date	Speaker	Contact	Info provided	Contacted by Matt	Responded?	Dialog started?
At risk	August	8/19/2015	7/8/2015	Brian Enge	Matt	Yes	Yes	Yes	Yes
At risk	September	9/16/2015	8/5/2015	Bob Blakely	Jackie	Yes	Yes	No	
In progress	October (innotech)	10/21/2015	9/9/2015	Sammy Kamcar	Charisse	Yes	Yes	Initial Yes	
At risk	November	11/18/2015	10/7/2015	CISO Forum?	Charisse	No			
NA	December	12/16/2015	11/4/2015	Elections - NA					
At risk	January	1/20/2016	12/9/2015	Mike Howard	Jackie	No			
At risk	February	2/17/2016	1/6/2016						
At risk	March	3/16/2016	2/3/2016						

## 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.