



ISSA: Chapter Board Meeting Minutes

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

Presiding Officer: Jacqueline Wilson, President	Recorded By: 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	Nash Garrison, Guest
Charisse Castagnoli, Sponsorship Director	Doug Landoll, past president

1. Called to order at 11:45am, Jackie Wilson presiding, we have a quorum.
2. Budget
 - a. No motions at this time; this is a discussion on the proposed budget, to be presented and voted upon in December.
 - b. The board recommends establishing a travel and expense line item of \$3,000, to give the 2016 board flexibility to bring in a high-value speaker to do a presentation longer than a typical lunch talk.
 - c. We currently have three “years” to manage – a calendar year, a fiscal year, and a tax year. Dave Grey has worked extensively the last few months to simplify this. 2015 will have a shortened tax year of March to September 2015. Beginning October 2015, the tax year and fiscal year are synchronized as October 1 to September 30.
 - d. Establish (2) \$1,000 scholarships for professional education.
 - e. Dave will present a budget based on today’s discussion at the December board meeting; the board will review and accept it, to present as our recommendation to the membership at the December chapter meeting for ratification.
 - f. The board president will identify two individuals to review the completed prior year budget, consistent with chapter bylaws.
3. Elections

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- a. Per chapter bylaws, the “immediate past president” chairs the nomination committee. Charisse was president for 2014-2015. Paul Griffiths volunteered to assist Charisse with coordinating nominations and administering the election.
 - b. Larry Moore will speak with Nash (visitor to last month’s board meeting) about running for office. He has expressed interest.
 - c. A substantial part of the upcoming newsletter will cover officer positions and encourage members to fill vacant positions.
4. Scholarships
 5. University Programs
 6. Social
 - a. NCC group is anxious to sponsor something before the end of the year. Nothing is firm yet, but looking at November Happy Hour. Also Kevin Dunn is a potential speaker for early 2016.
 7. November Meeting
 8. David Longenecker presented the October board meeting minutes. Motion by Matt Pardo, seconded by Paul Griffiths, to accept as written. The motion passed.
 9. Motion by Auston Holt, seconded by Matt Pardo, to adjourn. Adjourned at 1:03pm

SPONSORS [*Charisse Castagnoli, Sponsorship Director Reporting*]

1. Upcoming sponsors:


Activity	Sponsor
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MEMBERSHIP [Larry Moore, Membership Director Reporting]

1. 8 new paid, 1 new contestant winner, 16 renewing members
2. 242 current members, with 12 more recently lapsed



MEMBERSHIP SUMMARY

General Membership			
One Year	G1		187
One Year Contestant Winner	GX		1
Two Years	G2		12
Three Years	G3		8
Five Years	G5		1
Government Membership			
One Year	01		31
Two Years	02		0
Three Years	03		3
Five Years	05		1
CISO Executive	C		1
Emeritus	E		1
Lifetime	L		2
Student	S		6
TOTAL (including lapsed members)			254
TOTAL (ignoring lapsed members)			242

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 1108 Lavaca St. Suite 110-404, Austin TX 78701-2172
<http://www.austinissas.org>

ISSA Capitol of Texas Membership Report October, 2015

NEW MEMBERS

Name	Company	Position	Cat.
Dan August	Driven Networks	Founder/CEO	G1
Glen Boyer	Texas Health and Human Services	ISO	G1
Summer Lee	Denim Group	Information Security Consultant	G1
Kevin Lewis	PPDI	SR IT Comm Eng II IT Security	G1
Michael Liberto			G1
Richard Martin	Sentinel Cyber Intelligence	Managing Partner	G1
Chris Russell	University of Dallas		S
Jesse Stross			G1

CONTESTANT WINNERS

Name	Summary	Status	Notes
Valdo Araiza	Bring a Friend, 9/2015	Joined	
Daniel iboubers	Junotech drawing, 10/2015	Not joined	Daniel did not join Austin chapter but may have joined another chapter.

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MARKETING [Paul Griffiths, Marketing Director Reporting]

1. See summary above.

FINANCES [Dave Gray, Treasurer Reporting]

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

	Jul 31, 15	Aug 31, 15	Sep 30, 15	Oct 31, 15
ASSETS				
Current Assets				
Checking/Savings				
A+ Conf Checking (Conference Checking)	10.00	10.00	10.00	10.00
A+ Conf. Savings (Conference Savings)	25,107.40	25,111.24	25,114.96	25,118.80
A+ Oper. Checking (Operating Account)	21,067.66	22,492.15	16,941.70	19,047.50
A+ Oper. Savings (Share savings)	10.00	10.00	10.00	10.00
PayPal	3,459.42	3,000.00	3,000.00	3,000.00
Petty CASH	218.00	218.00	238.00	238.00
Total Checking/Savings	49,872.48	50,841.39	45,314.66	47,424.30
Total Current Assets	49,872.48	50,841.39	45,314.66	47,424.30
TOTAL ASSETS	49,872.48	50,841.39	45,314.66	47,424.30
LIABILITIES & EQUITY	49,872.48	50,841.39	45,314.66	47,424.30

Notes:

- Conversion from Quicken Home & Business to QuickBooks Pro 2015 is complete.
- Draft budget for FY2016 is under review and ready for discussion at November board meeting.
- Budget will be entered to QuickBooks following the November board discussion.
- Expect up to \$6,000 to support OSINT For Social Engineers with Chris Hadnagy in December.
- Expect \$ for CPA, tax filing, and resetting the tax year
- Expect \$4,000 expense in January 2016 to address BSides' directed donation
- Expect \$1,500 in December for end of year luncheon
- Expect \$4,000 in December for end of year social
- FYI, September is the final month of the fiscal year, October 1 starts a new budget year

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]*

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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. See summary above

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.