Capitol of Texas ISSA Chapter - Meeting Minutes

December 16, 2015  11:30 AM – 1:00 PM
Norris Conference Center, Suite #365, 2525 W Anderson Ln, Austin, TX

Presiding Officer: Jackie Wilson,  Chapter President
Recorded by: David Longenecker,  Secretary

1. Call to Order (attendance count)
   • The meeting was called to order by presiding officer Jackie Wilson
   • The attendance count was 55 attendees.

2. Reading and Approval of Minutes of the Chapter Meeting – David Longenecker
   • The November speaker was Jonathan Trull of Optiv, who spoke on the historical role of the CISO. Motion by Vern Williams, seconded by Paul Griffiths, to accept the meeting minutes as read. The motion passed.

   Moved by:  __________________________  2nd by:  __________________________  Approved?  _________________

3. Chapter Business
   • Dave Gray presented the financial report: the balance sheet as of November 30, FY2015 budgeted versus actual income and expenses, and the FY2016 budget were presented to the membership. Motion by Vern Williams, seconded by Paul Griffiths, to accept is as presented. The motion passed. The budget as approved is attached as an addendum.

   • David Longenecker presented highlights from the December board meeting. Most of the meeting discussed the election and the budget in preparation for today. The board voted to offer a $1,000 scholarship plus one-year ISSA membership, to an individual selected by the UT Center for Identity, contingent on the Austin chapter of ISSA being recognized and involved in presenting the award.

   • In accordance with chapter bylaws, the following were duly elected as officers, effective immediately:

     President  Jackie Wilson  jwilson1@austin.rr.com
     Vice President  Larry Moore  moore.larry.m@gmail.com
     Treasurer  Dave Gray  dave.gray@dlg-consulting.com
     Recording Secretary  David Longenecker  david@7longeneckers.com
     Education Director  Bob Cadenhead  robert.cadenhead@agess.us
     Operations Director  Stephen Wolff  swconsulting@austin.rr.com
     Sponsorship Director  Nash Garrison  garrison.nash@gmail.com
     Corresponding Secretary  George Stolard  george.stolard@tceq.texas.gov
     Membership Director  Doug Engle  imatravl@aol.com
     Marketing Director  Heather Poggi-Mannis  hpoggi-mannis@microassist.com

4. Adjournment Time:  1:00 PM

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Addendum 1: Financial report

 ISSA_Austin
 Balance Sheet
 As of November 30, 2015

<table>
<thead>
<tr>
<th>Nov 30, 15</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSETS</td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td>Checking/Savings</td>
<td></td>
</tr>
<tr>
<td>A+ Conf Checking (Conference Checking)</td>
<td>10.00</td>
</tr>
<tr>
<td>A+ Conf. Savings (Conference Savings)</td>
<td>25,118.80</td>
</tr>
<tr>
<td>A+ Oper. Checking (Operating Account)</td>
<td>17,496.76</td>
</tr>
<tr>
<td>A+ Oper. Savings (Share savings)</td>
<td>10.00</td>
</tr>
<tr>
<td>PayPal</td>
<td>3,000.00</td>
</tr>
<tr>
<td>Petty CASH</td>
<td>268.00</td>
</tr>
<tr>
<td>Total Checking/Savings</td>
<td>45,903.56</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>45,903.56</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>45,903.56</td>
</tr>
</tbody>
</table>

 ISSA_Austin
 Budget vs. Actual FY15
 October 2014 through September 2015

<table>
<thead>
<tr>
<th>Income</th>
<th>Actual</th>
<th>Budget</th>
<th>Delta</th>
</tr>
</thead>
<tbody>
<tr>
<td>01. Contributions, Gifts, Grants</td>
<td>4,000.00</td>
<td>4,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>02. Program Service Revenue</td>
<td>68,482.91</td>
<td>47,000.00</td>
<td>21,482.91</td>
</tr>
<tr>
<td>03. Membership Dues (Inc)</td>
<td>9,030.00</td>
<td>8,000.00</td>
<td>1,030.00</td>
</tr>
<tr>
<td>04. Investment Income (Inc)</td>
<td>71.23</td>
<td>100.00</td>
<td>(28.77)</td>
</tr>
<tr>
<td>07a. Gross Sales of Inventory</td>
<td>307.00</td>
<td>0.00</td>
<td>307.00</td>
</tr>
<tr>
<td>Total Income</td>
<td>81,871.14</td>
<td>65,100.00</td>
<td>16,771.14</td>
</tr>
<tr>
<td>Expense</td>
<td>07b. COGS</td>
<td>983.00</td>
<td>0.00</td>
</tr>
<tr>
<td>15. Printing, postage (Printing, publications, postage, and shipping)</td>
<td>492.91</td>
<td>600.00</td>
<td>(107.09)</td>
</tr>
<tr>
<td>16. Other Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conferences (Exp)</td>
<td>5,000.00</td>
<td>2,250.00</td>
<td>2,750.00</td>
</tr>
<tr>
<td>Edc Costs</td>
<td>39,077.86</td>
<td>33,000.00</td>
<td>6,077.86</td>
</tr>
<tr>
<td>General Expenses</td>
<td>6,192.07</td>
<td>8,960.00</td>
<td>(2,767.93)</td>
</tr>
<tr>
<td>Meetings</td>
<td>12,161.62</td>
<td>15,200.00</td>
<td>(3,038.38)</td>
</tr>
<tr>
<td>Total 16. Other Expenses</td>
<td>62,931.55</td>
<td>60,400.00</td>
<td>2,531.55</td>
</tr>
<tr>
<td>Total Expense</td>
<td>64,307.46</td>
<td>61,056.00</td>
<td>3,251.46</td>
</tr>
<tr>
<td>Net Income</td>
<td>17,563.68</td>
<td>(5,956.00)</td>
<td>23,519.68</td>
</tr>
</tbody>
</table>

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Minutes Approved by Membership on:
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ISSA_Austin
FY2016 Annual Budget
October 2015 through September 2016

Income
02. Program Service Revenue
   Chapter Sponsors (inc)  9,600.00
   Total Edu Rev  68,600.00
Total 02, Program Service Revenue  78,200.00
03. Membership Dues (Inc)  9,000.00
04. Investment Income (Inc)  84.00
07a. Gross Sales of Inventory  60.00
Total Income  87,344.00

Expenses
07b. COGS  500.00
15. Printing, postage (Printing, publications, postage, and shipping)  1,225.00
16. Other Expenses
   Conferences (Exp)  5,500.00
   Total Edu Costs  59,020.00
   General Expenses  15,179.00
   Meetings  19,500.00
Total 16, Other Expenses  99,199.00
Total Expense  100,924.00
Net Income  (15,580.00)

ISSA Cash Balances 9/2010 - 11/2015

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Minutes Approved by Membership on:
Addendum 2: authorized signatories

The purpose of this addendum to the minutes is to:

- Add a formal designation of the authorized signatories on all the chapter's financial accounts, including the checking / savings accounts at A+ Federal Credit Union.

The authorized signatories for all accounts are:

- Dave Grav, 2016 Treasurer
- Jacqueline Wilson, 2016 President
- Larry Moore, 2016 Vice President

To be removed is:

- Stephen Wolff, Board of Directors