



ISSA: Chapter Board Meeting Minutes

September 28, 2016 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
+ Larry Moore, Vice-President	Vern Williams, acting operations director
+ Bob Cadenhead, Education Director	Paul Griffiths, former board member
+ Doug Engle, Membership Director	Doug Landoll, former board member
+ Dave Gray, Treasurer	Karthik (chapter member, Innotech committee chair)
George Stolar, Corresponding Secretary	+ Allen Hebert, acting Corresponding Secretary
+ Heather Poggi-Mannis, Marketing Director	
Stephen Wolff, Operations Director	
Nash Garrison, Sponsorship Director	

1. Called to order at 11:40am by Larry Moore. We do have a quorum. Jackie arrived shortly later.
2. No financial records to report because the meeting occurred before the end of the month. Note that the fiscal meeting will end in 2 days.
 - a. No sponsors for coming meetings
 - b. Need to be disciplined in verifying meeting dates before we publish anything - the last couple of months there have been some mistaken dates stated.
 - c. Doug suggests an annual agenda schedule, that includes key dates for major annual events (for instance, February agenda could include items to lock in for October Innotech; September agenda could include addressing RSA and possible board meeting conflicts in February). Larry will work on that.
 - d. Scholarship for January 10 to February 28 ACC CISSP class. Applications must be received by December 1, awards will be presented at December chapter meeting, student to register and attend class, then we reimburse after successfully completing class. Current board members are not eligible.
 - e. Innotech speakers are verbally confirmed; Charisse working to get bios, headshots, talk abstracts for website. Speakers have been given until this Friday to provide.

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- f. Members have been sponsored to attend Innotech free. Larry will put the code on the members-only website.
- g. Allen working to bring our website current.
- h. Bob and Dave will work on logistics and dates for a springtime CHFI class. Will report a series of milestones no later than next board meeting.
- i. Could solicit a volunteer chapter photographer to take photos each meeting, and at special events.

3. Adjourned at 1:04pm.

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SPONSORS *[Nash Garrison, Sponsorship Director Reporting]*

- 1. Upcoming sponsors:

Activity	Sponsor
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MEMBERSHIP *[Doug Engle, Membership Director]*

MARKETING *[Heather Poggi-Mannis, Marketing Director Reporting]*

- 1. See summary above.

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FINANCES *[Dave Gray, Treasurer Reporting]*

1. Nothing to report – it is not yet the end of the month.

COMMUNICATION *[George Stolard, Corresponding Secretary Reporting]*

1. Nothing to report

LEADERSHIP *[Jacqueline Wilson, President Reporting]*

1. Nothing to report

ORGANIZATION *[Stephen Wolff, Operations Director Reporting]*

1. Nothing to report

VICE PRESIDENT'S REPORT *[Larry Moore, Vice-President]*

1. Nothing to report

EDUCATION DIRECTOR'S REPORT *[Bob Cadenhead, Education Director, Reporting]*

1. See summary above

RECORDING SECRETARY

1. Nothing to report

NEW BUSINESS