



# ISSA: Chapter Board Meeting Minutes

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

<b>Presiding Officer:</b> Jackie Wilson, 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	William Tompkins, Past Board Member
+ Paul Griffiths, Marketing Director	
+ Vern Williams, Operations Director	
Charisse Castagnoli, Sponsorship Director	

The meeting was called to order at 11:37 am by Jackie. We do have a quorum.

1. Due to inclement weather, the board met by conference call. There was some confusion ahead of time as to how to handle changing board meeting venue or date, with a suggestion that we follow AISD as many businesses do: if AISD cancels school, we would have a standing policy of meeting by concall. Auston will review bylaws to determine what if anything needs to be done to make this formal.
2. Vern will investigate the ISO 27001 Security Summit conference, to be held in Austin May 13-14. They have invited us to partner with them in exchange for some promotion to our contacts, but the initial proposal appears to request more website traffic and email publicity than we are able to provide. Vern will see how their requirements align with what we can offer.
3. Speakers: The April speaker has been incommunicado after initially agreeing to speak. Auston is talking to Mano Paul as a possible alternative.
4. Dave Gray will take care of name badges for officers.

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**SPONSORS** [*Charisse Castagnoli, Sponsorship Director Reporting*]

- 1. Did not attend; via email communicated the following (also stored on the Google Drive):

<b>Activity</b>	<b>Sponsor</b>
March ISSA lunch	None
April ISSA lunch	Qualys

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## MEMBERSHIP [Larry Moore, Membership Director Reporting]



### MEMBERSHIP REPORT FEBRUARY 2015

ACTIVE MEMBERS  
 227

#### NEW MEMBERS

##### Renewing Members

Name	Company	Position
Victoriano Casas	Casas Consulting Group	CEO/Owner
Cherisse Castagnoli		
Ryan Denning	FutureCom	Account Manager
Auston Holt	Austin ISSA	Vice President
Matthew Pardo	VelocityStorm, Inc.	Consultant
David Parker	Texas Juvenile Justice Department	Network Specialist IV
Wallace Pennington	Embry-Riddle University Worldwide	Vice President, CyberSecurity & Intelligence
Sumedh Sathaye	Cofactor Computing	CTO
Steven Stoval		
Den Walker	Wyzyrd Cyber	
Jason Williams	University of Texas System	Information Security Analyst

## MARKETING [Paul Griffiths, Marketing Director Reporting]

1. Discussion around shirts, left it in Paul's hands as Marketing Director to make a recommendation.

## FINANCES [Dave Gray, Treasurer Reporting]

Balances as of March 1, 2015:

Account	9/30/2014 Balance	12/31/2014 Balance	2/28/2015 Balance
<b>Bank Accounts</b>			
A+ Conf Checking	10.00	10.00	10.00
A+ Conf. Savings	101.04	101.10	101.14
A+ Oper. Checking	25,340.61	27,545.61	33,395.52
A+ Oper. Savings	0.00	0.00	10.00
PayPal	2,289.33	2,289.33	1,000.00
<b>TOTAL Bank Accounts</b>	<b>27,740.98</b>	<b>29,946.04</b>	<b>34,516.66</b>
<b>Cash Accounts</b>			
Petty CASH	0.00	0.00	60.00
<b>TOTAL Cash Accounts</b>	<b>0.00</b>	<b>0.00</b>	<b>60.00</b>
<b>OVERALL TOTAL</b>	<b>27,740.98</b>	<b>29,946.04</b>	<b>34,576.66</b>

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## Notes:

- The CHFI EventBrite \$33,246.10 check was received and deposited in February however the bank is holding the funds until the first week of March due to its size.
- Items below are not reflected in the balances:
  - The EventBrite February chapter meeting check for \$434 has not been received.
  - The Alien Vault chapter meeting sponsorship check for \$2,500 has not been received.
  - The Rapid 7 chapter meeting sponsorship check for \$2,000 has not been received.

Jackie has concerns over cash flow – we should have netted \$4k or \$5k from the CHFI class, but the current finance report doesn't seem to show this. David Gray says this was due to confusion in how the numbers were reported last month, and in how EventBrite handles event payment – EventBrite does not release money until several days after an event, while we had expenses to pay ahead of the class. Jackie and David are investigating what it would take to get a line of credit to use for major events that could significantly disrupt cash flow.

David Gray moves to investigate getting an organizational credit card or line of credit that is not the personal responsibility of an officer, seconded by Auston. This would enable the chapter to handle larger event expenses without disrupting cash flow during the event. The motion passed with a unanimous vote.

David Gray will also pursue a financial review of our records as is required annually under chapter bylaws.

The board voted last year to support an ISSA/OWASP InfoSec Happy Hour this spring. The chapter will support the March Happy Hour, taking place the Wednesday evening before BSides at the same venue. This will come from the "Other Conferences and Training" budget line item.

## **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*]

Minutes are in draft form until approved by the Board Members

Minutes Approved as Published on:

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Matt is talking with Chris Hadnagy about a Social Engineering training event in September.

Matt is arranging a July 13-14 intro to malware event with Tyler Hudak.

## **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. @13:06 Auston moved to adjourn, seconded by Vern, motion passed.