



# ISSA: Chapter Board Meeting Minutes

August 13, 2015 11:30am - 1:00pm  
 Crowne Plaza - 6121 N. IH 35  
 Austin, TX 78731

<b>Presiding Officer:</b> Jacqueline 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		Paul Jauregui, Innotech committee chair
+	Paul Griffiths, Marketing Director	+	Phil Beyer, Past Board Member
	Vern Williams, Operations Director		Michael Gough
	Charisse Castagnoli, Sponsorship Director		

1. The meeting was called to order at 11:59 am by Jackie. We do have a quorum.
2. Brian Engle speaks this month; Bob Blakeley confirmed for September; Innotech with Samy Kamkar in October; November CISO roundtable; December officer elections; January Michael Howard; Raf Los tentative for February
3. Innotech speaker roster not yet set but we want to start promoting it. Start by promoting the date, keynote, and ISSA member discount; fill in the gaps closer to the event. ISSA promotion is the first 85 members get in free, using code "ISSAFOOD".

Put a printed Security Track Agenda on the ISSA table at Innotech. Paul Griffiths will do this.

4. Membership has been pretty stable all year, between 230-250 (245 this month). Additions and Membership Lapses on relatively even par. Larry sees a lot of job openings – if we are consistent about posting them that becomes a membership benefit. Suggestion to follow the B-Sides model: a bulletin board or white board at back of meeting where anyone with openings can pin information; we would collect it at end and send it to the LinkedIn group.

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5. Survey response: few responses, but from those there is no significant interest in changing location or date or speakers or food. Recommendation: craft a short link and QR code, take 2 minutes in next meeting and say "do it now."
6. YTD, budget had us \$6k in the hole, we are actually \$22k in the black due to some successful training and excellent sponsorship.
7. Chris Hadnagy social engineering class is set for December 10-11. Looking at 1200-1300 per person actual cost. Max class size 20.

**Matt moves that we allocate \$6,000 to subsidize Chris Hadnagy social engineering training December 10-11 for members. Seconded by Larry Moore. Motion passes unanimously.**

8. Suggestion to raffle one free seat to Michael Gough October class, at next week's membership mtg.
9. Paul Griffiths would like us to invite meeting attendees to announce recent successes. We used to do this but have been a bit rushed lately.
10. Larry suggests meeting starts promptly at 11:40
11. Coming events:
  - LASCON, October 22-23
  - OWASP
  - Hackformers September 4
  - D/FW B-Sides
  - Houston B-Sides
  - Hou.Sec.Con October 15
  - SxSW panels open for public vote

Paul Griffiths moves to adjourn, seconded by Matt, meeting adjourned at 1:02pm

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

1. Upcoming sponsors:

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

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- 2 new, 10 renewing members
- 245 current members



**MEMBERSHIP REPORT**  
JULY 2015

**ACTIVE MEMBERS**  
245

**MEMBERS**

**New Members**

Name	Company	Position
Grant Dabbs	Pape Aho	Systems Engineer
Robert Walsh	ADAO Corporation	Senior Director Cloud Operations

**Renewing Members**

Name	Company	Position
Phillip Bayar	The Advisory Board	Director of Info. Security
Michelle Cardin	DADS	Sr. IT Auditor
Marissa Carbone		
Robert Coombs	Texas Dept. of Agriculture	Information Technology Auditor II
Brian Farrar	Texas Municipal Retirement	Network Operations Manager
Don Helms	Scott & White Healthcare	Mgr. Network Services, Medical Services
Dexter Mallart	Texas Comptroller	Enterprise Security Analyst
Summer Meckel	St. Andrew's Episcopal School	Systems Support Tech.
Ryan Murphy	Texas Comptroller	Security Analyst
Christopher Norton	Fourth Factor Engineering	
Jeremiah Patoka	Texas Comptroller	IT Security Analyst
Rich Poulton	Hexley-Kentz LLP	
Don Smith	ica Communications	Sr. Product Marketing Mgr.

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**POTENTIAL MEMBERS**  
None

**INACTIVE MEMBERS**  
RECENTLY LAPSED

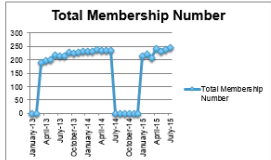
Name	Company	Position
Mike Cherry	Fiserv	Security Analyst
Murice Cone	Dell	IT Security Consultant
Anthony Nelson	Integrated Care Collaboration	Director Operations/ISO
Ramsey Shoult	Onramp Access	
Mike Spence	Click Security	Sales Operations
William Taylor	University of Texas	Information Security Officer
David Troxell		
Christopher Walker	DADS	Security Analyst

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**TRENDS**

**Total Membership Number**



	Membership Total		
	2015	2014	2013
January	220	233	0
February	227	232	0
March	241	237	188
April	241	235	198
May	234	235	200
June	238	236	218
July	245	0	212
August		0	212
September		0	227
October		0	228
November		0	228
December		0	231

Months with no members were not recorded.

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## MARKETING [Paul Griffiths, Marketing Director Reporting]

- See summary above.

## FINANCES [Dave Gray, Treasurer Reporting]

The July 31, 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

8/1/2015

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Category	Actual	2015 Budget	Difference
<b>INCOME</b>	<b>77,922.84</b>	<b>55,100.04</b>	<b>22,822.80</b>
Chapter Sponsors (Inc)	11,500.00	9,999.96	1,500.04
Edu Rev	<b>53,598.33</b>	<b>35,500.08</b>	<b>18,098.25</b>
Hosted Training Events	<b>52,645.00</b>	<b>32,000.04</b>	<b>20,644.96</b>
20150202 - CHFiv8	41,370.00	0.00	41,370.00
20150713 - Intro to Malware	11,275.00	0.00	11,275.00
Other Hosted Training Events	0.00	32,000.04	<b>-32,000.04</b>
Member Meetings	953.33	3,500.04	<b>-2,546.71</b>
Interest (Inc)	67.51	99.96	<b>-32.45</b>
Member Dues (Inc)	8,050.00	8,000.04	49.96
Other Income	<b>4,707.00</b>	<b>1,500.00</b>	<b>3,207.00</b>
Assoc-Branded Items	307.00	0.00	307.00
Misc (Inc)	4,400.00	0.00	4,400.00
Other Other Income	0.00	1,500.00	<b>-1,500.00</b>
<b>EXPENSES</b>	<b>55,791.34</b>	<b>61,050.00</b>	<b>5,258.66</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 Conf Exp	0.00	500.04	500.04
Edu Costs	<b>38,700.71</b>	<b>33,000.00</b>	<b>-5,700.71</b>
Edu Promo Items	134.34	500.04	365.70
Hosted Training Events	<b>37,204.52</b>	<b>27,000.00</b>	<b>-10,204.52</b>
20150202 - CHFiv8	31,998.52	0.00	<b>-31,998.52</b>
20150713 - Intro to Malware	5,206.00	0.00	<b>-5,206.00</b>
Other Hosted Training Events	0.00	27,000.00	27,000.00
Misc	4.85	0.00	<b>-4.85</b>
Other Conferences & Training	354.00	1,500.00	1,146.00
Speaker Appreciation Awards	496.00	500.04	4.04
Speaker Expenses & Fees	507.00	2,499.96	1,992.96
Training Scholarships & subsidies	0.00	999.96	999.96
General Expenses	<b>6,608.32</b>	<b>9,599.88</b>	<b>2,991.56</b>
Accounting & Banking Fees	2,432.93	2,499.96	67.03
Advertising & Marketing	233.10	500.04	266.94
Association Branded Items	1,839.10	1,500.00	<b>-339.10</b>
Equipment & Software Purchases	198.10	249.96	51.86
Office Supplies	58.99	200.04	141.05
Other	400.00	0.00	<b>-400.00</b>
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	652.00	999.96	347.96
Website & Email expenses	290.00	2,499.96	2,209.96
Meetings	<b>8,982.31</b>	<b>16,200.12</b>	<b>7,217.81</b>
Board	1,671.39	3,500.04	1,828.65
ISSA-Annual	<b>0.00</b>	<b>1,200.00</b>	<b>1,200.00</b>
Other ISSA-Annual	0.00	1,200.00	1,200.00
Members	7,109.26	11,000.04	3,890.78
Planning	201.66	500.04	298.38

Notes:

Minutes are in draft form until approved by the Board Members

Minutes Approved as Published on:

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1.

## Balances

Monthly Account Balance Report to the Board - As of 7/31/2015

Account	4/30/2015	5/31/2015	6/30/2015	7/31/2015
<b>ASSETS</b>				
<b>Cash and Bank Accounts</b>				
A+ Conf Checking	\$10.00	\$10.00	\$10.00	\$10.00
A+ Conf. Savings	\$101.18	\$101.20	\$25,103.56	\$25,107.40
A+ Oper. Checking	\$36,527.89	\$37,448.04	\$12,451.10	\$21,067.66
A+ Oper. Savings	\$10.00	\$10.00	\$10.00	\$10.00
PayPal	\$3,096.25	\$3,142.95	\$3,095.60	\$3,459.42
Petty CASH	\$100.00	\$145.00	\$178.00	\$218.00
<b>TOTAL Cash and Bank Accounts</b>	<b>\$39,835.32</b>	<b>\$40,847.19</b>	<b>\$40,838.26</b>	<b>\$49,872.48</b>
<b>TOTAL ASSETS</b>	<b>\$39,835.32</b>	<b>\$40,847.19</b>	<b>\$40,838.26</b>	<b>\$49,872.48</b>
<b>LIABILITIES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>OVERALL TOTAL</b>	<b>\$39,835.32</b>	<b>\$40,847.19</b>	<b>\$40,838.26</b>	<b>\$49,872.48</b>

## Notes:

Higher account balances from June to July reflect

- income from the Intro to Malware course
- A \$4k directed donation from Bsides 2015 and being held for Bsides 2016

## **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

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## **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.