

ASIS GREATER MILWAUKEE CHAPTER 058
MINUTES OF BOARD MEETING FEBRUARY 12TH 2013

Attendance:

- Matt Blowers, CPP (Chair)
- Eric Biernat, CPP (Vice Chair)
- Alan Koepke (Treasurer)
- Willie Wills, CPP (Secretary)
- Don McInnes, PSP
- Dave Dulaney, CPP
- Matt Anderson
- Mike Zens
- Jim Waack
- Jon Phillis, CPP

Apologies received:

- Dave Kurtz
- Bob Wiedel
- Michael Cummings, CPP
- Michael Schaefer CPP

Opening

Matt Blowers (MB) called the meeting to order at 3.36pm and thanked all those present for attending. Prior to addressing the agenda he asked all present if the timing and venue was acceptable to the majority. After discussion it was agreed by all members present that both the venue and the timing are a good compromise that meet most people's needs.

1 Officer updates:**1.1 Chair**

MB commenced by reviewing the actions from the January meeting.

Action:

“Members of ad hoc committees to align with the most appropriate standing committee.”

Outcome:

After discussion, the following standing committee membership was agreed.

Membership: Jon Phillis

Website: Dave Kurtz

Law Enforcement: Mike Zens and Don McInnes

Certification: Michael Schaefer

Young Professionals: Matt Anderson

Golf Outing: Bob Wiedel and Dave Dulaney

MB made the point that as time goes on both Michael Schaefer and Matt Anderson will need assistance in their areas of responsibility. Anyone wishing to assist will be made welcome at future meetings. Jim Waack (JW) is giving consideration to which group he will offer his assistance.
ACTION DISCHARGED.

Action:

“Theme leads to establish core groups within their committees.”

MB considered that the previous discussion had resolved this action and there was no dissent.
ACTION DISCHARGED

Action:

“Minutes of December meeting to be circulated.”

DD stated that the minutes had been approved and circulated.
ACTION DISCHARGED

Action:

“Matt Blowers to collect memorabilia from Mark Riesinger.”

MB stated that he would return to this in more detail under ‘New Business’ but he could confirm that he had collected the box of memorabilia. At the same time, MB was able to officially present MR with his appreciation gift for serving the chapter in 2012. This was due to MR’s inability to attend the January meeting.
ACTION DISCHARGED

Action:

“Board members to consider ways to encourage past and present members to become more active within the Chapter.”

After discussion it was agreed that the most important action will be to communicate effectively with our members to ensure they are aware of all that is happening and to make them welcome at every opportunity. MB added that the positive impact of proactively reaching out to new ASIS members in the Milwaukee area could not be overstated. As part of this debate, the background to a previous Board decision not to levy local membership dues was revisited. There was unanimous approval for continuing this policy until such time as a future board might consider it appropriate to reintroduce local membership dues.

Motion –

That this Chapter continues to refrain from charging membership dues. This may be reviewed at any time at the discretion of the Board.

Proposed: WW

Seconded: MA

None opposed – motion passed.

MB concluded that while this particular action was discharged it is the ongoing responsibility of all Chapter members – and especially those on the Board – to reach out to fellow members and ensure they feel welcome and involved.

ACTION DISCHARGED

Action:

“Don McInnes to contact long term members regarding reengagement with the Chapter.”

DMcI stated he would be happy to progress with this action but that he needed an up to date list of Chapter members.

JP agreed to send the list to Dmcl

ACTION CONTINUED

New Action – JP to send membership list to DMcI

Action:

“Report on networking opportunities.”

MB reported that he intends to meet with the Milwaukee Downtown Security Network and explore the possibility of collaborative working on future events. Their monthly meetings are a gathering of public and private sector security professionals and there may be opportunities to enhance the profile of ASIS and our Chapter. He acknowledged that – by definition – all of our outreach (Law Enforcement Liaison/Young Professionals etc) activity creates networking opportunities and encouraged everyone to participate where possible.

ACTION CONTINUED

Action:

“MA to provide DK with dates and venues for all the forthcoming events so they can be entered on the website.”

MA confirmed that he had passed the ‘Young Professionals’ calendar of events to DK.

ACTION DISCHARGED

1.2 Vice Chair –

EB reported that he wished to float some ideas that related to networking, developing the Chapter and providing practical support to members.

Firstly he suggested that the Chapter explores the possibility of posting relevant Security Industry jobs on our website. This generated some enthusiastic discussion with no-one being opposed to the concept. WW agreed to assist EB to develop the idea as required.

Motion – That EB be tasked to establish if we can create a jobsite as a Chapter without compromising the ASIS National jobsite.

Proposed – JW

Seconded – MA

None opposed – motion passed to action.

Action: EB to report to March meeting regarding creation of a Chapter Jobsite on our web pages.

Action: MB to pass contact details for ASIS Regional Vice President to EB

EB continued with a further suggestion that we could ask ASIS National to consider bringing professional development courses into the Milwaukee area. After some debate the consensus was that our proximity to Chicago (as a preferred conference venue) would probably rule out Milwaukee being selected as a host city. It was however considered that there was still value in building some type of event around a major conference or seminar in Chicago – for instance a speaker already committed to attend there may be able to make a further presentation in the Milwaukee area.

MB pointed out that our forthcoming March 6th event is a good example of a top quality, Milwaukee based Regional production and that it is not too early to start looking toward a similar initiative for 2014.

1.3 Secretary’s Report -

WW reported that he wished to present an idea from MB regarding circulation of Board Minutes. The concept is that when a draft of the minutes has been seen and given interim approval by at least two board members that draft may be

attached to the website for review by the membership in advance of the next meeting. By this means everyone has the opportunity to study the minutes and be prepared to discuss them prior to formal adoption.

Motion – That as soon as draft minutes have been approved by at least two board members they will be posted to the Chapter Website for review by the wider membership. By this method, members will be better informed and ready to debate the minutes at the next meeting.

Proposed – MA

Seconded – MZ

None opposed – motion passed.

MB asked if there were any amendments required to the minutes of the January meeting as circulated. DMcl asked that the secretary ensure certification is accurately reflected against board members names in order that their involvement is recognized at National offices.

Motion – That with the one requested amendment the minutes of the meeting held on January 15th 2013 be adopted as a true record of the proceedings.

Proposed – MA

Seconded – MZ

None opposed, motion passed.

1.4 Treasurer's Report -

AK presented his report, previously circulated by email, as per the copy attached at Appendix A to these minutes.

MB asked if there was a trend regarding board meeting expenses and AK agreed to look into it and report to the next meeting.

Action: AK to report to next meeting regarding board meeting expenses incurred over the past 12 months

MZ queried whether our savings funds could be better placed to maximize the return we receive. There was considerable discussion on this topic with concern expressed that with relatively limited funds it may not be wise to lock them in too tightly. It was also observed that we operate as a non-profit organization and that too much focus on building our liquid assets might attract criticism from the IRS.

Action: MZ will work with AK to explore viable options to place our savings account funds.

DD queried how much had been paid out in advance of the 2012 Golf Outing.

Action: AK to report to next meeting on 2012 payments in advance of the Golf Outing.

Motion– That the Treasurer's Report dated 2.13.13 be adopted.

Proposed – D.Mcl

Seconded - DD

None opposed, motion passed.

2 – Committee Chair Reports

2.1- Membership Committee Report;

Jon Phillis (JP) reported that current membership stood at 208 but he anticipated it would soon rise to 210.

MB reiterated the importance of making new members feel welcome and a part of the team – much of our activity over the coming year should generate fresh interest among potential members and it is to the benefit of all of us to foster that interest and help it grow.

2.2- Web Site

In the absence of DK, MB reported that DK's computer problems had now been resolved and that good progress was being made to update the Website and populate it with accurate and up to date information.

2.3 - Law Enforcement Liaison

Mike Zens (MZ) reported that he had represented the Chapter at a number of different functions and he hopes to be able to report to the March meeting regarding a potential speaker for the Fall Luncheon event. It was asked whether there is one overarching representative body for Police Chiefs in our area - MZ stated he knew of several groups and would establish which had the broadest coverage and report to the next meeting.

Action: MZ to establish what Police Chief's association is the most representative of our area and report back.

Action: MZ to report on potential speaker for Fall Luncheon event.

2.4 - Certification

In the absence of Michael Schaefer (MS), MB advised that classes in certification (probably CPP) will be run from September thru March. Once again, the facilities at Carroll University will be made available. DMcl asked whether the Chapter had formally recognized the cooperation extended to us by Carroll. No-one was aware of such recognition and MB suggested that it might be appropriate to invite senior representatives of the University to our Fall Luncheon. MZ indicated that he considered such an invitation would be welcome. He undertook to submit names and contact details for invitees to WW.

Motion: In recognition of the extensive support provided to the Chapter by Carroll University an invitation to attend our Fall Luncheon event should be extended to two senior members of University staff.

Proposed: MB

Seconded: WW

There was no dissent and the motion passed to action.

Action: MZ to identify two suitable invitees, pass details to WW and report to the next meeting.

Action: WW to send invitations as approved by the next meeting.

2.5 - Young Professionals

Matt Anderson (MA) reported that considerable progress has been made with pre meetings arranged to introduce final year criminal justice students to the opportunities presented by private security, the means to enter the industry and potential career paths and specializations.

These events will be followed up with a Job Fair to be held at the Country Springs Hotel on May 24th from 2pm until 5pm. MA is still working with potential vendors for that event and is hoping for a good attendance. He has still to receive the final costing from Country Springs but will update the board when he has it. He anticipates it will be in the region of \$400 to \$600 but expects that to be recouped by making a charge for vendors attending and exploring sponsorship opportunities. He expects the event to break even.

As this is a Chapter event it is hoped that as many members as possible will attend to support the organizers and to be ready to consider acting as 'mentors' should any of the young people in attendance wish that level of guidance and assistance.

MB stressed the importance of making sure all were aware of the reduced ASIS fees that apply to students. He stated he is looking forward to seeing the developed agenda and lists of speakers. MA should feel free to approach any board members or suitable contacts as speakers since having a variety of input would probably be the most stimulating approach.

MB once again expressed his thanks to MA for continuing to drive this initiative forward.

2.6 – Golf Event

DD confirmed that the date was held for us so there is no problem with spreading the word among our contacts and starting to encourage commitment to attend. MB Stressed that this event is our major fundraiser for the year and – as well as being a relaxing and enjoyable experience – we should bring in as much revenue as possible.

2.7 – Programs

MB reported in MC's absence. The only program currently scheduled is the ASIS/SHRM event on March 6th. At this stage registration is standing at over 50 and space is limited to 100. He encouraged all those interested and able to attend to register soon and take advantage of what is by any standards a great deal. The \$75 cost includes breakfast, lunch, afternoon snacks and a bound copy of the ASIS/ANSI Standard (usual cost \$85). Over and above this tangible

value is the outstanding quality of the various speakers – all credible subject matter experts.

The final bonus for Board Certified members is that the event earns 6 CPEs.

3 – Past Business

3.1 MB confirmed that any issues under ‘past business’ had been addressed earlier in the agenda.

4- New Business

4.1 JW intimated that he had moved on from his previous employment and requested that no-one use that old email address to contact him. He will circulate his new email address to the membership.

4.2 MB returned to the ‘memorabilia box’ and reported that he had passed it on to Mike Cummings (MC). MC will trawl the box and will prepare a baseline history of the Chapter so that a full time Chapter Historian can take it over at some stage.

5 – Adjourn Meeting

MB checked there was no further business from the members and at 5.01 PM MZ moved to adjourn the meeting. This was seconded by JW and there was no dissent therefore MB declared the meeting adjourned, thanked everyone for their input and wished them a safe journey home.

Date of next meeting: March 15th 2013, 3.30pm to 5.00pm, Mo’s Irish Pub, Wauwatosa.

Summary of actions:

<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>	<u>Report to/when</u>
<u>1.1</u>	JP to send membership list to DMcl	Jon Phillis	List to be sent as soon as convenient.
<u>1.1</u>	All board members to consider ways in which we might encourage past and present members to become more active within the Chapter	All Board members	Continued from January meeting. Report at March meeting
<u>1.1</u>	DMcl to contact long term chapter members regarding reengagement and report to next meeting	Don McInnes	Continued from January meeting. Report at March meeting
<u>1.1</u>	All board members to develop networking opportunities	All board members	Ongoing
<u>1.2</u>	EB to report to March meeting regarding creation of a Chapter Jobsite on our web pages	Eric Biernat	Report to next meeting
<u>1.4</u>	AK to report to next meeting regarding board meeting expenses incurred over the past 12 months	Alan Koepke	Report to next meeting
<u>1.4</u>	MZ will work with AK to explore viable options to place our savings account funds.	Alan Koepke Mike Zens	Report to next meeting
<u>1.4</u>	AK to report to next meeting on 2012 payments in advance of the Golf Outing.	Alan Koepke	Report to next meeting
<u>2.3</u>	MZ to establish what Police Chief's association is the most representative of our area and report back.	Mike Zens	Report to next meeting.
<u>2.3.</u>	MZ to report on potential speaker for Fall Luncheon event.	Mike Zens	Report to next meeting.
<u>2.4</u>	MZ to identify two suitable persons from Carroll University to	Mike Zens	Report to next meeting.

	invite to our Fall Luncheon, pass details to WW and report to the next meeting.		
--	---	--	--

Summary of Decisions

<u>Section</u>	<u>Decision</u>
<u>Opening</u>	The time of 3.30pm to 5.00pm and the venue at Mo's Irish Pub, Wauwatosa are agreed as acceptable for standard monthly Board meetings.
<u>1.1</u>	This Chapter will not charge local membership dues for the foreseeable future. This decision may be reviewed at any time at the seconded motion of any board member.
<u>1.3</u>	From now onward draft minutes of board meetings, once approved by at least two members, will be posted on the Chapter Website as soon as possible after a meeting to allow time for members to study them in advance of the next meeting.
<u>1.3</u>	Minutes of the meeting held on January 15 th 2013 formally adopted with one amendment.
<u>1.4</u>	Treasurer's report dated 2.13.13 adopted.
<u>2.4</u>	In recognition of the extensive support provided to the Chapter by Carroll University an invitation to attend our Fall Luncheon event should be extended to two senior members of University staff.

APPENDIX 'A' – TREASURER'S REPORT

To be attached prior to circulation.