

ASIS GREATER MILWAUKEE CHAPTER 058
MINUTES OF BOARD MEETING March 19th 2013

Attendance:

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

Guest:

- Greg Gapinski

Apologies received:

- Jim Waack
- Michael Schaefer CPP

Opening

Matt Blowers (MB) called the meeting to order at 3.37pm and thanked all those present for attending. He introduced our guest, Gregory (Greg) Gapinski, formerly an executive with IBM, Greg has recently moved to this area and is interested in developing his career in the security industry.

1 Officer updates:**1.1 Chair**

MB commenced by reviewing the actions from the January meeting.

<u>Action</u>	<u>Report</u>	<u>Outcome</u>
JP to send membership list to DMcl"	The list is in the post.	ACTION DISCHARGED.
All board members to consider ways in which we might encourage past and	After discussion it was agreed that this should remain as an ongoing action with a monthly report of any activity or	ACTION CONTINUED

present members to become more active within the Chapter.	initiatives.	
DMcl to contact long term chapter members regarding reengagement and report to next meeting.	DMcl reported that this is a work in progress.	ACTION CONTINUED
All board members to develop networking opportunities.	After discussion it was agreed that this was an ongoing responsibility for all board members. MB stated that we should make use of formal (Such as the WPV event) and informal opportunities to build contacts within the security industry and with potential partners	ACTION DISCHARGED
EB to report to March meeting regarding creation of a Chapter Jobsite on our web pages.	Action continued to April meeting.	ACTION CONTINUED
MB to pass contact details for ASIS Regional Vice President to EB.	It has very recently been confirmed that the Regional Vice President for our area is Lauri Simmons out of Minneapolis. MB passed contact details to EB and he will reach out to confirm our position regarding job postings. All present agreed that the concept of including employment opportunities at a local level was very sound.	ACTION DISCHARGED
AK to report to next meeting regarding board meeting expenses incurred over the past 12 months	AK advised that he had reviewed these expenses over a three month period and that they seemed to be broadly within the same area. He agreed to report to the next meeting with a full year review.	ACTION CONTINUED

<p>MZ will work with AK to explore viable options to place our savings account funds.</p>	<p>This is still a work in progress and MZ and AK stated they will report to the next meeting.</p>	<p>ACTION CONTINUED</p>
<p>AK to report to next meeting on 2012 payments in advance of the Golf Outing.</p>	<p>AK reported that last 2012 Golf Outing accounts showed an expenditure of \$2530.17 and an income of \$4396. There are no payments due to be made in the near future.</p>	<p>ACTION DISCHARGED</p>
<p>MZ to establish what Police Chief's association is the most representative of our area and report back.</p>	<p>MZ reported that he is actively involved with both the Waukesha County and Milwaukee County Police Chiefs Associations and enjoys a good working relationship with both. This gave rise to further discussion regarding what exactly the geographic boundaries of our Chapter are. After discussion the following two new actions were agreed:</p>	<p><u>New Actions:</u> 1 – MZ will contact the newly appointed Regional Vice President and establish if there is considered to be a specific Chapter boundary. 2- In light of that information, MZ will reach out to any other Chief Officers Associations within that boundary.</p>
<p>MZ to report on potential speaker for Fall Luncheon event.</p>	<p>MZ has a number of potential speakers in mind for this event. He will develop the ideas further and report to the next meeting.</p>	<p>ACTION CONTINUED</p>
<p>MZ to identify two suitable persons from Carroll University to invite to our Fall Luncheon, pass details to WW and report to the next meeting.</p>	<p>MZ reported that he has identified the most appropriate invitees and that nearer the event he will informally confirm their availability and arrange for invitations to be delivered.</p>	<p>ACTION DISCHARGED</p>

1.2 Vice Chair –

EB reiterated his response to last month's action and reported that he will continue to explore the possibility of our advertising local employment opportunities on our website and report to the next meeting. Further discussion on the topic led to the suggestion that rather than posting full details of any openings we should simply post a link to the relevant site. All agreed this seemed the most practical method and avoided placing too much work on the Webmaster.

ACTION - EB to report to April meeting regarding creation of a Chapter Jobsite on our web pages.

1.3 Secretary's Report -

WW reported that he is preparing a report on our WPV event to submit to ASIS Intl. after review by MB. He asked if there were any amendments required for the February minutes as circulated. There were none and MB asked for a motion to adopt.

Motion to adopt:

Proposed – DMcl

Seconded – DD

None opposed – motion passed.

1.4 Treasurer's Report -

AK presented his report, previously circulated by email.

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

As discussed under reports on actions, AK advised that the board meeting expenses seemed stable. He stated he will look over a whole years reports to confirm our expense trend and will report to the April meeting.

ACTION - AK to report to April meeting regarding board meeting expenses incurred over the past 12 months

He continued to state that the exercise to review how best our savings account funds might be placed was ongoing. MZ advised that his organization has recently hired a new person in finance – he will check with them and see if they have any thoughts they could share with us. Both MZ and AK advised that they are aware of the concern previously expressed that with relatively limited funds it may not be wise to lock them in too tightly

ACTION - MZ will work with AK to explore viable options to place our savings account funds.

MB asked for any comments regarding the Treasurers report and for a motion to adopt. MA pointed out that the date was 2012 instead of 2013 but with that amendment he was happy to propose adoption.

Motion– That the Treasurer’s Report dated 3.13.12 be adopted with the date amended to 3.18.13

Proposed – MA

Seconded - DK

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.

JP stated he would reach out to 40 recently inactive members and ask them to consider rejoining. He circulated a list of those members and several present were able to make updates regarding relocation or job changes. Some undertook to contact various individuals on behalf of JP.

MB discussed the value to the chapter of the ongoing ‘Member get a Member’ initiative run by ASIS. If we take advantage of this it represents free money to the Chapter as well as the very important increased strength of the Chapter. As an example, he was able to hand AK a check for \$250 as a result of our membership growth in 2012.

2.2- Web Site

DK’s reported that the site was now substantially up to date and that he would welcome observations, input and items for inclusion. Greg Gapinski commented that he had found the site easy to find and to navigate but observed that the content might do more to ‘hook’ someone visiting the site and encourage them to learn more about ASIS and the Chapter. There was discussion around the principle of whether the site is intended to be informative (which it is) or ‘outreach’ (which it is not so much). MA asked if it would be possible to add a ‘Young Professionals’ tab that could be populated with information of use and interest to the next generations of members and potential members. DK agreed that it would be easy to create the ‘tab’ and initially enter information about the upcoming Young Professionals event. MB asked all present to give thought regarding what could be added to the site to make sure it is as interesting, informative and useful to the members as possible. He emphasized that while DK can contribute to the process we all ‘own’ the site and have responsibility for making it work for us. It was agreed that it would be useful to bring the website to

the attention of all our members and JP agreed to send out a mass email to that effect.

ACTION – DK to add a ‘Young Professionals’ tab to the website and enter details of the upcoming event.

ACTION – All board members to consider what could be added to the site to make it interesting, useful and informative.

ACTION – JP to send a mass email to the whole Chapter membership drawing attention to the website and asking for any observations/input.

2.3 - Law Enforcement Liaison

Mike Zens (MZ) reported that he regretted he had been unable to attend the recent WPV event – especially since he had heard numerous enthusiastic reports from people in many different disciplines who had attended it. The success of the event had done a great deal to enhance the status of ASIS and SHRM among our partners in the Law Enforcement community.

MZ discussed the fall event and intimated that there may be an issue with access to the Wisconsin Club as a venue. He is following up on this and will report to the next meeting to confirm its availability or to offer alternatives for consideration. On the same theme he advised the meeting that he had a number of good class potential speakers lined up and would be able to seek a direction from the board at the April meeting. MB asked whether it might be possible to invite one of the local chiefs whose departments had been involved in the highly publicized shooting incidents during 2012 to speak. Given the current high profile of such events this might prove to be a topical and useful subject for this gathering. He also queried whether Chief Flynn would be likely to accept an invitation to attend.

MZ responded that he would be happy to explore all these issues and report back to the board.

MB expressed his thanks for the consistent effort expended by MZ in representing ASIS and this Chapter with our local Law Enforcement agencies.

ACTION – MZ to confirm venue or suggest options for the fall event.

ACTION- MZ to report on potential speakers.

ACTION – MZ to establish whether Chief Flynn would be open to an invitation to attend the event.

2.4 - Certification

In the absence of Michael Schaefer (MS), MB advised that classes in CPP certification will be run from September thru March.

2.5 - Young Professionals

Matt Anderson (MA) reported that arrangements were well in hand for the event on May 23rd at Country Inn and Springs Conference Center. He circulated a flyer giving information about the event and confirmed that the objective was to run on

a cost neutral or small profit basis. Costs have been estimated at \$525 and income (primarily from the sale of tables to recruiters at \$100 each) at \$600. MB will open the vent and MA asked for a good attendance from the board – the theme will be to emphasize the opportunities that are available in the private security industry and to dispel some of the negative stereotypes that still attach to this career. Anyone attending should leave the event enthusiastic, informed and energized. MB thanked MA for all his considerable effort and commitment to this event.

2.6 – Golf Event

MB reminded all present that due to a career change Bob Wiedel was no longer able to have an involvement with the golf event. This means – as a matter of urgency – that the board needs someone to take responsibility for chairing the working group and bringing home our most important annual fundraiser. Volunteers will be welcome!

During associated discussions it was agreed that costs could be cut by reducing the amount spent on prizes – one option would be to create a ‘wish list’ of potential prizes to circulate among those individual or organizations that might consider sponsoring the event. That way we could avoid having an overload of one type of prize and at the same time give sponsors the chance to be associated with a particular part of the event. All agreed that this was a worthwhile initiative.

ACTION – All to consider whether they could assist by chairing the golf outing working group.

ACTION – Golf working group to create a wish list of prizes associated with the event for eventual circulation to potential sponsors.

2.7 – Programs

MC reported on what had been widely accepted as a very successful event. He related the history behind the development and delivery of the event and discussed the results of an after action review he had chaired. In essence, every aspect of the event was highly rated by the majority of attendees and there was a wider benefit arising from the collective realization of the value gained from collaborative, cross discipline exercises. He circulated detailed feedback sheets around the board members for their information and concluded by thanking MB for his consistent energy, enthusiasm and attention to detail throughout the planning and delivery of the event. MB thanked MC for his comments and also for his unstinting commitment to making the event a success. He also thanked DD for his assistance throughout the process and emphasized that this was a team effort.

ACTION – WW to submit summary of the event and associated feedback to ASIS HQ

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 MB advised that ASIS had requested assistance from all Chapters with the 'ASIS International Draft Chapter Implementation Plan for the 2013 Strategic Plan'. He circulated a number of copies and asked for those receiving them to fill in some ideas.

5 – Adjourn Meeting

MB checked there was no further business from the members.

Motion - That the meeting be adjourned at 5.10pm.

Proposed – MA

Seconded - DD

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: Tuesday April 16th 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>	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.	Monthly item.
<u>1.1</u> <u>1.2</u>	EB to report to April meeting regarding creation of a Chapter Jobsite on our web pages.	EB	Continued from March meeting. Report at April meeting
<u>1.1</u>	DMcl to contact long term chapter members regarding reengagement and report to next meeting.	D Mcl	Continued from March meeting. Report at April.
<u>1.1</u> <u>1.4</u>	MZ will work with AK to explore viable options to place our savings account funds.	MZ/AK	Report to next meeting
<u>1.1</u>	MZ will contact the newly appointed Regional Vice President and establish if there is considered to be a specific Chapter boundary.	MZ	Report to next meeting.
<u>1.1</u>	In light of the above information, MZ will reach out to any other Chief Officers Associations within that boundary.	MZ	Report to next meeting
<u>1.1</u>	MZ to report on potential speaker for Fall Luncheon event.	MZ	Report to next meeting
<u>1.4</u>	AK to report to April meeting regarding board meeting expenses incurred over the past 12 months	AK	Report to next meeting
<u>2.2</u>	DK to add a 'Young Professionals' tab to the website and enter details of the upcoming event.	DK	Report to next meeting.
<u>2.2</u>	All board members to consider what could be added to the site to make it interesting, useful and	All board members	Report to next meeting.

	informative.		
<u>2.2</u>	JP to send a mass email to the whole Chapter membership drawing attention to the website and asking for any observations/input.	Mike Zens	Report to next meeting.
<u>2.3</u>	MZ to confirm venue or suggest options for the fall event.	MZ	Report to next meeting.
<u>2.3</u>	MZ to report on potential speakers.	MZ	Report to next meeting.
<u>2.3</u>	MZ to establish whether Chief Flynn would be open to an invitation to attend the event.	MZ	Report to next meeting.
<u>2.6</u>	All to consider whether they could assist by chairing the golf outing working group.	All board members.	Report to next meeting.
<u>2.6</u>	Golf working group to create a wish list of prizes associated with the event for eventual circulation to potential sponsors.	Golf working group.	Report to next meeting.
<u>2.7</u>	WW to submit summary of the event and associated feedback to ASIS HQ		

Summary of Decisions

<u>Section</u>	<u>Decision</u>
1.3	Minutes of February meeting adopted as circulated.
1.4	Treasurer's report for February adopted with one amendment.

APPENDIX 'A' – TREASURER'S REPORT

See separate attachment.