

ASIS GREATER MILWAUKEE CHAPTER 053

MINUTES OF BOARD MEETING OCTOBER 22nd 2013

Attendance:

- Matt Blowers, CPP (Chair)
- Eric Biernat CPP (Vice Chair)
- Willie Wills, CPP (Secretary)
- Alan Koepke, Treasurer
- Don McInnes PSP
- Matt Anderson
- Jon Phillis
- Chris Magnus
- Sharon Bieszk

Apologies received:

- Michael Cummings CPP
- Michael Schaefer CPP
- Dave Dulaney
- Mike Zens

Guests:

- Joe Korb
- Jeff Huber
- Precious Smith (Student, Bryant and Stratton College)
- Stacy Smulka (Career Development, Bryant and Stratton College)
- Michael Polenzani

Opening

Matt Blowers (MB) called the meeting to order at 3.30pm and thanked all those present for attending. He explained that through unavoidable circumstances there had not been a meeting in September therefore the minutes being reviewed were from August.

1 Officer updates:**1.1 Chair**

MB commenced by reviewing the actions from the August meeting.

Summary of actions:

<u>Action Number</u>	<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>	<u>Report to/when</u>	<u>Outcome</u>
<u>1</u>	<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	Continued for report to September meeting.	Discharged We will retain the status quo.
<u>2</u>	<u>1.1</u>	MZ to report on speaker for Fall Luncheon event.	MZ	Continued for report to September meeting.	Event now scheduled for December 16 th . DK placing on website.
<u>3</u>	<u>1.1</u>	AK to send a check for \$200 (two hundred dollars) to ASIS from the Chapter checking account payable to the ASIS Foundation	AK	Continued for report to September meeting.	Check for \$265 sent to cover this and action 4 below. Discharged
<u>4</u>	<u>1.1</u> <u>NEW</u>	AK to send a check for \$65 (from the 50/50 golf event) to the ASIS Foundation.	AK	Report to September meeting.	See 3 above
<u>5</u>	<u>1.1</u>	All board members to submit their nominations for office bearers (Chair, Vice Chair, Treasurer and Secretary) to MB by the end of September.	All board members.	End of September.	Willing volunteers have been nominated for all the open positions. They are not contested at this

					stage. Discharged
<u>6</u>	<u>1.1</u> NEW	MB to establish the Succession Committee.	MB	MB to report to September meeting.	Not required this year – issue for the incoming board to consider. Discharged
<u>7</u>	<u>1.1</u>	MB to arrange a Webinar for August 21 st .	MB	Update report to September meeting	The webinar was run in August. Discharged
<u>8</u>	<u>1.1</u>	WW to arrange a presentation by the FBI before the year end.	WW	Update report to September meeting	To avoid clashing with the LE Luncheon, this event will now be held in January 2014
<u>9</u>	<u>2.2</u>	Update the website calendar to state that all future Board meetings will be held at Mo's.	DK	Report to September meeting.	Discharged
<u>10</u>	<u>2.2</u>	Add committee members names to the website	DK	Report to September meeting.	In hand for the new team in the new year - Discharged
<u>11</u>	<u>2.7</u>	Table an agenda item at the September meeting for discussion of Board Programs and associated leadership/teams. All board	MB	For discussion at the September meeting.	Carried forward for new board team. Discharged

		members to consider the issues and be prepared to discuss			
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MB asked WW to check whether the most up to date minutes were posted to the website.

ACTION – WW to ensure all adopted minutes were available for DK to post.

He continued to say that because of the proximity of the December Board meeting to the Law Enforcement event he intended to combine the two and have a brief board meeting at the conclusion of the main event on December 16th.

ACTION – DK to amend calendar.

MB thanked everyone for their participation and commitment through what had been a very busy year for all concerned. He intends to arrange an informal year end event where the events of the year could be reviewed in relaxed surroundings and without the need for a formal agenda. This concept met with unanimous approval!

ACTION – MB to arrange year end event

Moving on, MB advised the board that Mike Cummings is now in possession of the 'Box' containing the history of our chapter. He intends to produce an initial history page for our website that will make best use of the material and minimize the risk that it is lost to posterity. On the subject of the website, he remarked that DK would still be very happy to have some informed assistance in managing the website – he is doing a great job of keeping it going but a little assistance would allow it to approach its potential. Stacy Smulka intimated that she has experience of website management and development and offered to help DK. MB thanked her for her offer and asked her to come along to the next meeting if possible so that she could meet DK and discuss.

1.2 Vice Chair –

EB had nothing further to add.

1.3 Secretary's Report -

WW asked if there were any amendments required for the August minutes as circulated. There were none and MB asked for a motion to adopt.

Motion to adopt:

Proposed – DMcl

Seconded – MA

None opposed – motion passed.

1.4 Treasurer's Report -

AK circulated a summary of the accounts. He reported that the 'Pro Pay for the golf had been a huge success but that the overall return was lower than in 2012. (net \$1800 in 2012 and net \$1500 in 2013) Most – if not all of this was attributed to one off costs associated with the purchase of signage and extra expenditure on gifts. MB expressed the hope that next year we would be able to have more gifts donated and fewer paid for but that the standard and quality should not be diminished as a consequence. The main points were that the event was enjoyed by all who participated and that it had still made a significant contribution to the Chapter funding. He reiterated his thanks to all involved with organizing and running the event.

CM advised that the date for 2014 was already in the New Berlin GC calendar.

2 – Committee Chair Reports

2.1- Membership Committee Report;

JP reported that membership stands at 214 – its highest ever!

2.2- Web Site

DK was absent – no further report.

2.3 - Law Enforcement Liaison

No report.

2.4 - Certification

MB advised that the 2013/14 study group was up and running and had met for the first time. Thanks again to Mike Zens, Carroll College and Michael Schaefer.

2.5 - Young Professionals

Matt Anderson (MA) reported that he had little to add to previous reports on this topic. He stated however that he was encouraged by the presence of Stacy Smulka and Precious Smith and that he looked forward to using their feedback and perspective together with that of Taylor Green and Mike Marks to perhaps guide future efforts toward a more constructive conclusion.

After considerable discussion on the subject, various ideas coalesced into the concept of involving young people and their representatives in some of the event

staged by the Chapter. The notion was that a form of 'scholarship' would be available to cover the cost of a young person attending an event. It was agreed that the Board would pay for up to 4 nominees at each event and that this initiative was in line with the objectives of ASIS in general and the ASIS Foundation in particular.

Motion: "That the Board pays for up to 4 selected young people or their representatives to attend each event organized by the Chapter."

Proposed – MB

Seconded- JP

None opposed, the motion passed.

ACTION - MA, DMcl and WW to progress the idea so that suitable individuals may be invited to the Law Enforcement event in December.

2.6 – Golf Event

EB stated that this topic had already been addressed under the treasurer's report.

2.7 – Programs

MB reminded everyone that with a new year on the horizon it will be a priority to have each of the Board programs driven by a committed leader. They should not have to shoulder all the work themselves but should be able to count on enthusiastic support from fellow board members and the Chapter in general.

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 extended a special welcome back to Sharon Bieszk and took the opportunity to present her with a memento of her time as secretary to the board.

4.2 Stacy Smulka advised that she will be bringing ASIS to the attention of prospective employers and all her students. MB undertook to obtain some handout material for her and thanked her for her initiative.

5 – Adjourn Meeting

MB checked there was no further business from the members.

Motion - That the meeting be adjourned at 4.33pm.

Proposed – MA

Seconded – DMcl

There was no dissent therefore MB declared the meeting adjourned, thanked everyone for their input, especially our guests. He wished everyone a safe journey home.

Date of next meeting:
Tuesday, November 19th
Mo's Tavern, 3.30pm

Summary of actions:

<u>Action Number</u>	<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>	<u>Report to/when</u>
<u>1</u>	<u>1.1</u>	WW to ensure board minutes are up to date on website.	WW	Report to November meeting.
<u>2</u>	<u>1.1</u>	DK to amend calendar to delete the December Board meeting and reschedule it to immediately after the Law Enforcement event on December 16 th .	DK	Report to November meeting.
<u>3</u>	<u>1.1</u>	MB to arrange year end event (informal)	MB	Report to November meeting.
<u>4</u>	<u>2.5</u>	MA, DMcl and WW to arrange for student invitees to the Law Enforcement event.	MA, DMcl and WW	Report to November meeting.

Summary of Decisions

<u>Section</u>	<u>Decision</u>
<u>2.5</u>	The Board will fund the attendance of up to 4 young people at each event organized by the Chapter. The selection of the candidates will be on merit by means decided prior to each event.

APPENDIX 'A' – TREASURER'S REPORT

CHECKING ACCOUNT							SAVINGS ACCOUNT				
Date of Report: 7/16/13											
Date	Item	Check #	Deposit Amount	Payment Amount	Balance	Bank Balance	Date	Deposit	With draws	Balance	Bank Balance
12/31/2012	Balance per Wells Fargo December 2012 Statement					1,405.89					10,035.56
1/1/2013	Starting Balance for 2013:				1405.89					10035.56	
1/22/2013	Mo's Irish Pub - Board meeting expense	DC		113.00			1/31/2013	Interest	0.85		
1/31/2013	Balance per Wells Fargo January Statement					1,292.89					10,036.41
2/12/2013	Mo's Irish Pub - Board Meeting	DC		130.00							
2/13/2013	Things Remembered - 2012 Outgoing board member gifts	1172		138.33							
2/13/2013	John Haw k's Pub - 2012 Treasury Audit Meeting	1173		78.00							
							2/28/13	Interest	0.71		
2/28/2013	Balance per Wells Fargo February Statement					946.56					10,037.12
3/19/2013	Mo's Irish Pub - Board Meeting	DC		107.00							
3/31/2013	Balance per Wells Fargo March Statement					839.56	3/31/13	Interest	0.42		10,037.54
4/11/2013	2012 Membership Winner		250.00								
4/16/2013	Mo's Irish Pub - Board Meeting	DC		54.00							
4/30/2013	Balance per Wells Fargo April Statement					1035.56	4/30/13	Interest	0.42		10,037.96
5/6/2013	Website	1174		100.00							
5/9/2013	Mo's Irish Pub - Board Meeting	DC		110.00							
5/30/2013	Balance per Wells Fargo May Statement					825.56	5/30/13	Interest	0.42		10,038.38
6/30/2013	Balance per Wells Fargo June Statement					825.56	6/30/13	Interest	0.42		10,038.80
7/9/2013	Constant Contacts	DC		64.40							
7/10/2013	BP - gas (card stolen)	DC		42.78							
7/10/2013	BP - gas (card stolen)	DC		52.03							
7/16/2013	Mo's Irish Pub - Board Meeting	DC		140.00							
7/19/2013	Debit Card Credit from stolen card		94.81								
7/19/2013	Deposit - Golf Outing		845.00								
7/18/2013	Propay Fee - Accept CC payments	DC		49.95							
7/22/2013	Propay Transfer - Golf Outing		762.57								
7/26/2013	Propay Transfer - Golf Outing		281.25								
7/29/2013	Propay Transfer - Golf Outing		250.00								
7/30/2013	Constant Contacts	DC		55.00							
7/31/2013	Balance Per Wells Fargo July Statement					2,655.03	7/30/13	Interest	0.42		10,039.22
8/1/2013	Leff's Lucky Town - Golf Outing Meeting	DC		64.00							
8/1/2013	Propay Test	DC		1.00							
8/1/2013	Trophy Athletic Supplies - Golf Prizes	DC		71.70							
8/1/2013	Bartzs - Raffle tickets golf outing	DC		9.44							
8/5/2013	Propay Transfer - Golf Outing		906.81								
8/5/2013	Golfsmith - Golf Prizes	DC		379.51							
8/5/2013	Amazon - CPP Study Materials	DC		153.28							
8/6/2013	Deposit		1103.00								
8/13/2013	ASIS International - Chapter Donation	DC		265.00							
8/20/2013	USPS - Post Office Box Fee	DC		78.00							
8/31/2013	Balance Per Wells Fargo Statement					3,626.91	8/31/13	Interest	0.43		10,039.65
9/3/2013	Constant Contacts	DC		55.00							
9/6/2013	Deposit		1263.00								
9/9/2013	Matt Blowers - Reimbursement Board Meeting	1176		87.00							
9/9/2013	Lanex - Website Registration	1177		35.00							
9/26/2013	Innovative Signs - Golf Outing Signs			327.38							
9/26/2013	New Berlin Hills - Golf Outing			3100.07							
9/30/2013	Balance Per Wells Fargo Statement					1,285.46	9/30/13	Interest	0.41		10,040.06