

Agenda**ASIS Greater Milwaukee Chapter****Meeting – February 11th 2014****Members:**

Matt Anderson (Chair)
David Feller, CPP (Treasurer)
Matt Blowers, CPP
Eric Biernat, CPP
Don McInnes, PSP
Chris Magnus
Stacy Smulka
Michael Zens
Jon Phillis, CPP
Mike Cummings, CPP

EXCUSED:

Michael Polenzani
 Willie Wills, CPP
 Dave Kurtz
 Dave Dulaney, CPP
 Michael Schaefer,
CPP

Guests:

LOCATION:
Mo's Irish Pub,
February 11,
3.30pm

Date of next
meeting:

No.**Time called to Order: 3:34pm**

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Officer Updates:

Chair: Matt Anderson

Retention Committee

- Board decided to use SurveyMonkey to gauge desired involvement and feedback from members
- MA to follow up with ASIS RVP to see if organization has SurveyMonkey account
- Survey to take no longer than 5 minutes and ask 10-15 questions
- 2013 SHRM Event used SurveyMonkey to assess presentation content, presenter's knowledge, usefulness of content, etc using scale of 1-5
- Discussion on whether Board is meeting expectations of membership
- MC: Dynamics of group have changed over the years. MKE Chapter established in mid-1960s for social and professional development purposes. At ASIS Conference in Washington D.C., many chapters were posing the same question re: meeting membership expectations and level of activity throughout the year. SHRM Event was mentioned as "good practice" at DC Conference.
- DM: Started participation in late 1980s-1990s because it was a good exposure. Noticed new attendees at 2014 FBI Seminar event at Briggs & Stratton.
- MZ: Mentioned incorporating more social activities (MA: given new 2014 ASIS goals, more social activities should be easily incorporated into the calendar)
- Current certification requires activity through ASIS so maintaining involvement of membership may not be as difficult as current Board envisions, Board could already be meeting expectations of membership

Discussion of Event Calendar for 2014

June 5: Technology Seminar- West Bend, WI

Mid-September: Trap Shooting Event – Waukesha Gun Club (MZ to arrange for late afternoon)

October: Guest Speaker Event – Medical College of WI

Mid-November-Early December: LE Luncheon

December 11: Holiday Networking Event

Review of FBI Seminar

- THANK YOU, Willie Wills and staff for hosting event at Briggs & Stratton!
- Event was a success and Board Members heard lots of positive feedback about event and facility

MA would like to accomplish all goals set by ASIS

Goal #1 - Retain 80% of the existing membership.

Goal #2 – Increase new members by 5%.

Goal #3 – Each Board Member to recruit at least five new members this year.

Goal #4 – Mentor two new members into volunteer roles **(SS in process of being mentored)**

Goal #5 – Host a Young Professional Event. **(SS scheduled BSC Luncheon; SS & CM to organize Young Female Professional Event with Women in Security Networking)**

Goal #6 – Host a Women in Security Event. **(see #5)**

Goal #7 - Appoint a Committee Chair for Young Professionals. **(SS)**

Goal #8 - Appoint a Committee Chair for Women in Security. **(CM to contact former Board Member)**

Goal #9 – Survey the membership for their needs and ideas via survey monkey. **(see Retention)**

Goal #10 – Hold activities to strengthen ASIS and share knowledge. **(see calendar of events)**

Goal #11 – Support the ASIS Foundation with at least a \$1.00 per member donation. **(should be on target)**

Goal #12 – Participate in one of four chapter awards program. **(SS to email Website of the Year Award nomination to RVP on 2/13)**

Goal #13 – Encourage chapter board members to obtain certifications.

Goal #14 – Create two public/private partnerships.

Vice Chair: Michael Polenzani – No business to report

Secretary: SS serving as Sec. – Review of January minutes, any corrections? Move to adopt.

- DI moved to adopt
- MZ seconded

Treasurer: DF –

- Chapter bank account approved by auditors prior to January Chapter Board Meeting
- Golf Outing was biggest fundraiser
- Chapter will make every effort not to use funds in savings account
- Financial overall loss for LE Luncheon
- DF uses Quickbooks to track 2014 account activity – no cost to ASIS

Committee Chair Reports:

Membership: JP

- MKE Chapter has approximately 200 active members
- JP to email unpaid members to remind about 2014 dues

Website: DK not present –

- MA report DK working on broken website links during time of Board Meeting

Law Enforcement: MZ

- Working to secure LE Luncheon Guest Speaker
- MZ to reach out to experts on Israeli Counter Surveillance
- All attempts made at securing free speaker so that money can be spent covering cost of LE guests of honor
- MC will contact connection at Mall of America to see if contact willing to speak

Certification: MS not present

- MA reports 5-6 members currently studying for CPP Exam

Communications: SS – Nothing to report

- MB instructs not to delete unpaid members in CC
- MC has communication plan for SHRM Event email blast

Young Professionals: SS

- *MA, MP, MC & MB (tentative) will attend the Security Expert Panel Discussion on 3/6/2014 at Bryant & Stratton College*

Golf Event: Chris Magnus

- Golf Outing 2014: August 1, 2014 7:15 AM Registration Begins/ 8 AM Shotgun start
- Request Names, Emails, Phone #'s and Addresses from the Event Attendee's :
 - Law Enforcement Luncheon
 - SHRM
 - Briggs FBI Seminar

COSTS :

Sponsorship Costs 2013 Was:

Single Person Golf Registration=\$ 95.00

4 Person Golf Registration=\$380.00

Hole Sponsorship=\$100.00; Refreshment Cart Sponsor=\$200.00; Dinner Sponsor includes Hole=\$300.00

Cost of Golf 2014=\$105.00; Beverage Cart 2014=\$300; Dinner Sponsor 2014 With Hole=\$350

Late Lunch/ Awards at about 1 pm - Only cost=\$40; Trophy Sponsor Options=\$100/\$200

Drink Tickets about \$4.00; Each were \$3.41 we bought 91 last year (2 per person) MA would like to sponsor- Multiple Sponsors

- Pictures emailed to Dave Kurtz 2-17-14
- Sponsorship Form Approval Feb 2014
- Golf Flyer Approval Feb 2014
- Early Bird Registration Discount if paid in full-Keep prices the same as last year for early registration \$380.00
- Discounts for Golf and Sponsorship if combined
- Save the Date Deployment via Constant contact-Late Feb/March 2014
- Sponsorship Form deployment - March 2014 Letter Mailed out/Emailed
- Sponsorship form and Golf Flyer deployed/ Mailed April 1, 2014 offer Early bird registration Early bird ends June 15th 2014 If paid in Full
- Finalize Gifts/ Donations June 1, 2014 and Prizes
- Cash Prizes
- Raffle
- Silent Auction? Items?
- Reminder: Sponsorship form and Golf Flyer deployed June 1, 2014 only 60 days left to register
- Last Chance to Register (30 Days out) Sponsorship form and Golf Flyer deployed July1, 2014
- One last chance to register credit card Only: July 15, 2014 Sponsorship form and Golf Flyer deployed
- Reminder to all Golfers Deployed July 20, 2014
- Reminder to all Golfers Deployed July 25, 2014
- Golf Outing Aug 1
- Survey on Golf Outing Deployed Aug 4 – Monday.

	<p>Historian – MC</p> <ul style="list-style-type: none"> • Reviewed and sorted through 4-5 banker boxes of ASIS materials (sorted out duplicates) • Creating binders of minutes and updates <p>SHRM – MB</p> <ul style="list-style-type: none"> • Will be meeting with Scotty Girouard & Jane Wucherer (SHRM Leadership) on 2/13/2014 • Topic: Investigative Standard • Date of Event: TBD • Location: Aurora Conference Center • MC will determine availability of auditorium • 2013 was full day event; 2014 will be ½ day event (morning) • Will not be providing copy of bound materials; instead offering 1 free download of materials (to be mentioned on CC invitations)
3	Past Business (not already addressed)?
4	New Business?
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5	<p>Adjourn meeting Time: 5:13pm MZ – Motioned for adjournment JP – Seconded</p>

Appendix 'A'

Summary of action from January meeting:

<u>Action Number</u>	<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>	<u>Report to/when</u>
<u>1</u>	<u>4.1</u>	Follow up discussion re: Retention Committee and Retention Chair	MA	MA
<u>2</u>	<u>4.1</u>	MB to report on progress for SHRM Event	MB	MA
<u>3</u>	<u>4.1</u>	CM, DK & SS met and reviewed 2013 Golf Outing & Security Luncheon photos to be added to website – Review by Board Members for insights & feedback	CM, DK, & SS	MA
<u>4</u>	<u>4.1</u>	Trap Shooting Event Update	MZ	MA

Appendix 'B'