

ASIS GREATER MILWAUKEE CHAPTER 058

MINUTES OF BOARD MEETING MAY 12, 2015

Attendance:

- Willie Wills, CPP
- Julie Schneider, CPP (Vice Chair)
- David Feller, CPP (Treasurer)
- Jon Phillis, CPP
- Chris Magnus
- Stacy Smulka
- Don McInnes, PSP
- Paul Graf
- Michael Polenzani
- Michael Zens
- Eric Biernat, CPP

Guests:

- Steve Bowman

Apologies received:

- Mike Cummings, CPP
- Michael Schaefer, CPP
- Jeff Huber
- Matt Blowers, CPP

Opening

WW called the meeting to order at 3.30pm and thanked all those present for attending.

1 Officer updates:**1.1 Chair**

WW reviewed actions from the April 2015 Meeting.

Summary of actions from April meeting:

<u>Section</u>	<u>Action</u>	<u>Person responsible - comment</u>
<u>1.1</u>	Compile a list of our 'library' and define the method of checking books etc out.	JS reported that the POA books were marked for the Chapter. WW asked about downloads of standards – his concern being that copying the documents for distribution could be contrary to the spirit and the letter of the copyright arrangements. He pointed out that every member in good standing has the ability to take one free download of published standards and guidelines and indicated that this should be the preferred route. Topic

		was continued until the June meeting for further discussion.
1.1	Enter book/publication list and 'borrowing' protocol on website.	Continued until June meeting for further update.
2.1	WW to contact JP to pass member roster to SS and CM	JP emailed Membership roster to SS and sent SS updated roster on 5/12/2015. Action discharged.
2.4	Board briefing on ideas for mentoring.	Mentoring to become a standing agenda item. Discussion to be continued at June meeting. JS recommended establishing a committee dedicated to mentoring. JS and MS looking for certified members to mentor individuals wanting to take certification exams. EB asked who the targeted audience would be for mentoring. JS suggested mid-level management.
2.5	Board members to consider volunteering as 'mentoring' chair.	Continued until June 2015 for further discussion.

1.2 Vice Chair –

JS passed out copies of the ASIS Business Plan Components document (see Appendix). JS asked about developing a mission statement for the Chapter and whether or not this would be a good idea. The eventual business plan will include traditional annual events including the Golf Outing, Law Enforcement Luncheon, etc.

1.3 Secretary's Report -

WW informed the Board that Ann Hintz resigned as Board Secretary and he asked for volunteers to serve in this capacity. SS indicated she would carry out the role on a pro tem basis and WW thanked her, indicating that his only concern was adding to her duties at a time when there was so much happening with the website. There were no other volunteers from amongst those present so it was determined that SS will continue to stand in as the Board Secretary on a month-to-month basis. WW asked if SS would serve in the position for the next 2 meetings (June and July) with a review in July. SS agreed and WW thanked her on behalf of the Board and the Chapter.

WW pointed out to the meeting that future agendas and minutes would include committee chair positions as detailed in the ASIS office bearer's descriptors. This will allow for members to consider volunteering for any of the vacant positions. He stressed that it was not that the Board were missing any key responsibilities rather that we have combined some into one or two other posts.

WW officially appointed SS as Acting Secretary. WW will provide the RVP and ASIS with an update. WW will continue to submit final approved Meeting Minutes to ASIS National.

ACTION: WW to provide an update to RVP and ASIS

SS Presented the Minutes from the April meeting as circulated. There were no changes intimated.

Motion to adopt:

Proposed – MZ

Seconded – MP

None opposed – motion passed.

1.4 Treasurer's Report -

DF reported that he moved \$10,000.00 from savings to checking for allocating to funds. \$9,000.00 to be split between PIMCO INCOME D and PRIME CAP ODYSSEY funds. DF stated that at least \$10 needs to remain in the savings account with Wells Fargo. EB asked how long the Chapter was planning to invest in these accounts. WW stated that he wanted to see a financial growth to \$20,000.00 at which time the Chapter could look to sponsor some young professional initiatives. WW also wants to start replenishing the Chapter's savings account to \$1,500.00, once this goal is reached, money can then be allocated towards the funds. DF stated that the money was to remain in the funds for longer than one year.

WW voiced his and the Board's appreciation for DF's work with the accounts.

DF presented the chapter financials and asked for motion to adopt.

Motion to adopt:

Proposed – EB

Seconded – CM

None opposed – motion passed.

2 – Committee Chair Reports

2.1 ASIS foundation Liaison – Vacant

2.2 Certification:

MS was absent. JS reported that she and MS met to review certification process. JS to send out Certification email regarding study process. Study sessions to take place during the summer months. JS and MZ have facility accessibility to host study sessions. WW reported that there will be a new format to the CPP exam to be rolled out in February 2015. There will be a focus on the 7 domains but the scoring will be weighted differently.

2.3 Membership:

JP reported that as of 5/12/2015 the Chapter had 169 registered members.

2.4 Chapter Newsletter: Vacant

2.5 Council Liaison: Vacant

2.6 Law Enforcement Liaison:

MZ/DMcl. MZ announced Waukesha County K9 Golf Outing is scheduled for June 8, 2015. MZ surveyed Board Members to see if there was interest in registering a foursome for the outing. MZ complimented MC regarding his recordkeeping pertaining to the LE Luncheon. MZ will be working with the speaker to finalize dates for the 2015 LE Luncheon. MZ reported that he will attend the Waukesha County Memorial Service on Thursday, May 14.

2.7 Legislative: Vacant

2.8 Mentorship: Vacant

2.9 Placement: Vacant**2.10 Program: Vacant****2.11 Sergeant at Arms: Vacant****2.12 Webmaster:**

WW voiced appreciation for all the work that SS has completed in transitioning the website. SS stated that she is continuing to work with Lanex staff to transition website vendors from Lanex to Wix (hosted by GoDaddy). When the site is ready for launch the final review will be by sending the link to board members for comments and recommendations. Once past that stage, SS will send the link to all chapter members. She reiterated that the 'old' site will redirect to the new.

ACTION: 1) SS to send new site link to board members for review and comment as soon as it is ready. 2) On receipt of the link, all board members to review the site and offer response to SS within two weeks. (A positive return is requested; i.e. – even if there are no comments or recommendations this should be communicated to SS)

2.13 Women in Security:

CM/SS. Report under events.

2.14 Young Professionals:

DMcl stated that Summerfest staff is still looking to recruit for security. PG stated that he will be investigating and attempting to develop Facebook and Twitter pages for the Chapter YP initiative. JS stated that PG will want to make sure that the social media developed remains compliant with ASIS ethics. PG also mentioned developing a LinkedIn page. SS recommended that PG review the WIS ASIS page that has been developed on LinkedIn.

ACTION: PG to report to the board with the results of his review of using LinkedIn/Facebook etc and recommendations for consideration.

3 – Events

3.1 MM SHRM: MC/MB MC and MB absent. MB to send update to WW pertaining to event logistics.

3.2 Personal and Business Branding: CM stated that planning is progressing forward for June 4th Social Media Seminar. SS stated that 9 individuals have registered their attendance. SS to email Landing Page link to Board Members to forward to their area contacts who might be interested in registering for event. WW stated that Briggs and Stratton needs the registration list of event attendees at least 1 day before event so that nametags can be made and catering arranged. CM recommends the use of the email forward option to Board Members in order to invite their contacts.

3.4 Golf: CM announced that the golf registration will remain at \$105.00/golfer and that the foursome will cost \$400.00. Individuals can register for golf, dinner, or both options. There will be a hole sponsorship increase for the 1,9,10, and 18 holes since these locations were highly sought in 2014. EB has secured 3 sponsors including a dinner, drink cart, and hole sponsor.

4 – Past Business

Nothing was reported

5 – New Business.

5.1 Secretary post vacant: WW. Decision was made earlier in the meeting on how to proceed with this situation.

5.2 ASIS International – Chapter Committee Chair Positions: WW. Addressed under Secretary's report.

5.3 National threat level:

WW stated that the national threat level had been elevated as a result of intelligence processed by DHS/FBI etc. While no specific threat was identified in our area this is a factor that the Chapter members should be aware of as security professionals. If any members are in a position to appropriately share information with the board or the chapter this would be a useful way to ensure we are best placed to make a positive contribution to the safety of our community.

5.4 Civil Disobedience/Disorder Presentation? WW asked if Board Members were interested in revisiting the Civil Disobedience/Disorder presentation. Those members who had attended the presentation at MCW in April indicated that it would be a good event to do again. WW stated he will approach the presenters to establish if they would be willing/able to speak at Briggs & Stratton as a Chapter sponsored event.

ACTION: WW to explore possibility of 'Disorder' presentation at Briggs & Stratton and report to the Board with the plan as per new protocol for events.

6 – Adjourn Meeting

WW checked there was no further business from the members.

Motion - That the meeting be adjourned at 4:41pm.

Proposed – DMcl

Seconded - MZ

There was no dissent therefore WW declared the meeting adjourned, thanked everyone for their input and wished them a safe journey home.

Date of next meeting: Tuesday, June 9, 2015

3.30pm to 5.00pm, Mo's Irish Pub, Wauwatosa.

Summary of actions:

<u>Section</u>	<u>Action</u>	<u>Person Responsible</u>
<u>1.1</u>	Compile a list of our 'library' and define the method of checking books etc out.	JS – Continued from May
<u>1.1</u>	Enter book/publication list and 'borrowing' protocol on website	JS/SS – Continued from May
<u>1.1</u>	Board members to consider volunteering as 'mentoring' chair.	All – continued from May

<u>1.3</u>	Update RVP and ASIS regarding change in Secretary.	WW
<u>2.12</u>	New web site link to be sent to board members for review and comment as soon as it is ready	SS
<u>2.12</u>	On receipt of link to new web site, all board members to review and report back to SS with comments/recommendations asap and at latest within two weeks. A return from everyone is requested – even if it is only to note ‘no comments’.	All Board Members
<u>2.14</u>	PG to explore options to use social media for Chapter and Committee communication. Report to board with observations and recommendations.	PG
<u>5.4</u>	WW to investigate the possibility of running a ‘Disorder’ professional development presentation and report to the Board.	WW

Summary of Decisions

<u>Section</u>	<u>Decision</u>
<u>1.3</u>	Stacy Smulka appointed as interim secretary
<u>1.3</u>	Minutes of April 2015 meeting adopted
<u>1.4</u>	Treasurer’s report adopted.