

**Greater Philadelphia Chapter- 031**  
**ASIS MEETING MINUTES**  
**October 14, 2014**  
**Executive Meeting Minutes**

<b>1. Meeting and Event Information:</b>	<b><i>Information for Chapter Compliance Report on Web</i></b>
Meeting Date	10/14/2014
Speakers	Jim Birch, Sr. Director of Life Safety & Security for Liberty Property Trust Mark Farrell, Chief Security Officer for Comcast Corporation
Topic	Hi-Rise Security
Place/Venue	Comcast Center
Meeting Type	Field Visit
Chapter Members in Attendance	31
Guests in Attendance	0
Total Attendance	31
Promotion	Email/Newsletter
Topic Coverage (Above Avg, Avg, Below Avg)	N/A
Speaking Ability (Above Avg, Avg, Below Avg)	N/A
<b>2. Goal Implementation Reporting:</b>	
Goal 1: Retain, Grow, and Diversify	<p>1.1.1 Send email to expiring members prior to Feb. 28<sup>th</sup> expiration date - Completed</p> <p>1.1.2 Review new member list early March and contact members that have lapsed - Completed</p> <p>1.1.3 Create more value by developing the working groups - Specific distribution list developed for WinS - Social event to be hosted for each WinS and YP - YP to take ownership of Social Media Committee</p> <p>1.2.1 Build stronger relationships with local colleges 1.2.2 Encourage non-member colleagues to join - Created \$5 discount for Chapter Members (In Good Standing) - Created Members Only Social Networking Event - Chapter Members only eligible for main door prize at holiday event</p>

	<ul style="list-style-type: none"> <li>- Free new members evening (Completed)</li> <li>1.2.3 Host more social events <ul style="list-style-type: none"> <li>- Chapter to host three social events (55<sup>th</sup> celebration, happy hour, holiday social)</li> <li>- Two working group sponsored social events</li> </ul> </li> <li>1.3.1 Hold Chapter competition <ul style="list-style-type: none"> <li>- Member to get the most new members will receive a free admission to the Holiday social</li> <li>- Free Seminar package – drawing chances based on attendance (Gene Cummings winner)</li> </ul> </li> <li>1.3.2 Sponsor first time attendees to encourage members to invite prospective members to events <ul style="list-style-type: none"> <li>- Sponsored 3 first time attendees to date</li> </ul> </li> <li>1.4.1 New Volunteer - Young Professionals Liaison - Kelly Argoe</li> <li>1.4.2 New Volunteer - Woman in Security - Lil Burroughs</li> <li>1.4.3 Fill vacant Committee Chair positions with new members or quiescent members <ul style="list-style-type: none"> <li>- Foundation &amp; Scholarship Chair – Open</li> </ul> </li> <li>1.5.1 Young Professionals - Fun Runs, Networking Hours, and Regional Networking</li> <li>1.5.2 Woman in Security - Networking Hours</li> </ul>
<p>Goal 2: Advance Knowledge and Opportunity</p>	<ul style="list-style-type: none"> <li>2.1.1 Survey for meeting topic interests</li> <li>2.1.2 Survey for desired type of meeting (presentation, site visit, etc.)</li> <li>2.1.3 Survey for preferred meeting locations</li> <li>2.1.4 Survey for ideas on new fundraising events/activities</li> <li>2.2.1 Develop standard monthly meetings to meet CPE requirements <ul style="list-style-type: none"> <li>- Host a minimum of three meeting that offer a CPE</li> </ul> </li> <li>2.2.2 Host social events to strengthen rapport among members</li> <li>2.2.3 Publicize local seminars (NY Expo, SecureWorld, etc.) <ul style="list-style-type: none"> <li>- Publicized events in the Chapter’s Newsletter - “The Bulletin” <ul style="list-style-type: none"> <li>- NY Exp</li> <li>- SecureWorld</li> <li>- ASIS Executive Protection Course in Philly</li> <li>- Monthly Webinars</li> <li>- CPP Review Program in NY</li> <li>- Two ASIS classroom programs in Denver</li> <li>- ASIS program in Chicago</li> <li>- APC II in Charleston</li> </ul> </li> </ul> </li> <li>2.3.1 Donate \$1,000 to ASIS Foundation (this is over the suggested amount) <ul style="list-style-type: none"> <li>- Complete</li> </ul> </li> <li>2.3.2 Submit at least one Scholarship</li> <li>2.4.1 Submit “Website of the Year” by February 15 <ul style="list-style-type: none"> <li>- Complete (Honorable Mention Received)</li> </ul> </li> <li>2.4.2 Submit “I.B. Hale Chapter of the Year” by July 1 <ul style="list-style-type: none"> <li>- Complete</li> </ul> </li> <li>2.4.3 Submit “Newsletter of the Year” by July 1 <ul style="list-style-type: none"> <li>- Complete</li> </ul> </li> </ul>

<p>Goal 3: Expand and Professionalize</p>	<p>3.1.1 Host a chapter CPP review course - Completed</p> <p>3.1.2 Host a chapter PSP review course - lack of interest (Closed)</p> <p>3.1.3 Publicly recognize members that achieve certification at the meetings and in the newsletter - Developed Chapter recognition/congratulatory letter - Recognize accomplishments on the home page of the website</p> <p>3.1.4 Make certification material available at each event sign-in area - Materials now available near the registration table - Benefits of Membership Pamphlet - Application - Board Certifications Pamphlet - Career Opportunities in Security Pamphlet</p> <p>3.2.1 Review potential partnerships</p> <p>3.2.2 Create a new Outreach Committee Chair</p> <p>3.3.1 ASIS Subject Matter Expert</p> <p>3.4 N/A</p>
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### **3. Other Chapter Business**

#### **Old Business:**

Date of Meeting: 9/17/2014

Location/Time: Great American Pub

Attendance: 18 Members / 0 Guests = Total 18

#### **New Chapter Business and Committee Activity:**

Date of Meeting: 10/14/2014

Location/Time: Comcast Center

Attendance: 31 Members / 0 Guests = Total 31

Submitted by: Jerry Forstater  
Chapter Secretary

Distribution: All Executive Committee Members  
Philadelphia ASIS Website (Jim Moore)  
Posting onto International reporting site