



**Greater Philadelphia Chapter- 031**  
**ASIS MEETING MINUTES**  
**April 16, 2014**  
**Executive Meeting Minutes**

<b>1. Meeting and Event Information:</b>	<b><i>Information for Chapter Compliance Report on Web</i></b>
Meeting Date	4/16/2014
Speaker	Russell Jones, PhD, CPP
Topic	If Disney Ran Your Security Department
Place/Venue	Philadelphia Cricket Club
Meeting Type	Dinner / Education
Members in Attendance	16
Guests in Attendance	21 
Total Attendance	37
Promotion	Email / Newsletter
Topic Coverage (Above Avg, Avg, Below Avg)	Above Average
Speaking Ability (Above Avg, Avg, Below Avg)	Average 
<b>2. Goal Implementation Reporting:</b>	
Goal 1: Retain, Grow, and Diversify	1.1.1 Send email to expiring members prior to Feb. 28 <sup>th</sup> expiration date 1.1.2 Review new member list early March and contact members that have lapsed 1.1.3 Create more value by developing the working groups  1.2.1 Build stronger relationships with local colleges 1.2.2 Encourage non-member colleagues to join 1.2.3 Host more social events  1.3.1 Hold Chapter competition - member to get the most new members 1.3.2 Sponsor first time attendees to encourage members to invite prospective members to events  1.4.1 New Volunteer - Young Professionals Liaison - Kelly Argoe 1.4.2 New Volunteer - Woman in Security - Lil Burroughs 1.4.3 Fill vacant Committee Chair positions with new members or quiescent members

	<p>1.5.1 Young Professionals - Fun Runs, Networking Hours, and Regional Networking</p> <p>1.5.2 Woman in Security - Networking Hours</p>
Goal 2: Advance Knowledge and Opportunity	<p>2.1.1 Survey for meeting topic interests</p> <p>2.1.2 Survey for desired type of meeting (presentation, site visit, etc.)</p> <p>2.1.3 Survey for preferred meeting locations</p> <p>2.1.4 Survey for ideas on new fundraising events/activities</p> <p>2.2.1 Develop standard monthly meetings to meet CPE requirements</p> <p>2.2.2 Host social events to strengthen rapport among members</p> <p>2.2.3 Publicize local seminars (NY Expo, SecureWorld, etc.)</p> <p>2.3.1 Donate \$1,000 to ASIS Foundation (this is over the suggested amount)</p> <p>2.3.2 Submit at least one Scholarship</p> <p>2.4.1 Submit "Website of the Year" by February 15</p> <p>2.4.2 Submit "I.B. Hale Chapter of the Year" by July 1</p> <p>2.4.3 Submit "Newsletter of the Year" by July 1</p> <p>2.4.4 Submit "Community Service Award" by July 1</p>
Goal 3: Expand and Professionalize	<p>3.1.1 Host a chapter CPP review course</p> <p>3.1.2 Host a chapter PSP review course</p> <p>3.1.3 Publicly recognize members that achieve certification at the meetings and in the newsletter</p> <p>3.1.4 Make certification material available at each event sign-in area</p> <p>3.2.1 Review potential partnerships</p> <p>3.2.2 Create a new Outreach Committee Chair</p> <p>3.3.1 Potential ASIS Subject Matter Expert - Philip Deming</p> <p>3.3.2 Contact local Chapter Chairs for suggested speakers</p> <p>3.4 N/A</p>

### 3. Other Chapter Business

#### Old Business:

Date of Meeting: 3/19/2014 for Executive Meeting for Chapter events/organization only at 1600 Hrs.

Attending: Joshua Carver, Kurt Bittner, Bill Lutz, Samuel Vinicur, Kelly Argoe, Jim Moore, Gene Cummings, Lillian Burroughs, Jerry Forstater

Location/Time: Philadelphia Cricket Club / 1600 Hrs.

Attendance: 21 Members / 170 Guests + Speaker = Total 191

#### New Chapter Business and Committee Activity:

Date of Meeting: 4/16/2014 for Executive Meeting for Chapter events/organization only at 1615 Hrs.

Attending: Joshua Carver, Kurt Bittner, Bill Lutz, Samuel Vinicur, Jim Moore, Gene Cummings, Justin Kleskie, Bill Durso, Jerry Forstater

Location/Time: Philadelphia Cricket Club / 1600 Hrs.

Attendance: 24 Members / 13 Guests + Speaker = Total 37

Executive Meeting convened by Chairman Carver with distribution of agenda.

1. Review Secretary's Report
2. Review Treasurer Report
3. Financial Treasurers report from Kurt Bittner. Motions to approve received and agreed.
4. Search for Foundation and Scholarship Chair, possible Emanuel Stith, Gene to research/confirm.
5. Community Day will be further researched.
6. New strategy is 50-75 people for \$6,656 with valet parking. Includes food, bar, dips, sliders, sides, desserts, upper loft of lanes (5-6). Platinum sponsorships for lanes, bar, food, valet. June 18. 1/3 down payment.
7. Focus for 2014 will be on Community Day, working groups, membership committee, certification committee, and the Foundation & Scholarship committee. PPP focus will be tabled for now.
8. Homepage issues with registering fixed, all works well.
9. Membership Chair (outreach to former and new members), efforts ongoing.
10. Working Groups (Allison Cleary), Campus Security Directors Association of Delaware Valley, March 26, 2014, get update.
11. Membership Chair; new member free event proposed, an August Cookout.
12. Women in Criminal Justice and Security and scholarships to be discussed with Lil.
13. Young professionals in security looking forward to a fun run possibly. Still open. Patriots Day in September. T-shirts not permitted at this point by headquarters.
14. Newsletter a success.

**New Business:**

15. Calendar reviewed.
16. Jeff Bezer of Internet Crimes Group will speak May 21<sup>st</sup>.
17. New idea to keep registrations for each visit, then award a free registration for the winner.
18. Jerry and Kurt to concentrate on SCI-Phoenix (Engineers' Club as well?).

Executive Meeting adjourned at ~1651 Hrs.

Submitted by: Jerry Forstater  
Chapter Secretary

Itemized Attachments: 2014 Remaining Schedule of Events

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