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Meeting Agenda

September 9, 2016 @12:00pm

Dial in: **1 (866) 285-7776** Participant **2572248#**

Type of Meeting: Board Meeting

Meeting Facilitator: *Jon Campbell*

Board Members: **Jon Campbell, Kami Murphy, Jason Pott**, Kevin Alvero, **Cassandra Young, Jay Anthony**, Dali Uresti, Chris Dawes

Committee Chairs: **Ana Valdez**, Dan Ruggles, **Sophia Czaus, Jose Hernandez**, Johan Lidros, Shawna Flanders, Cassie Young, Marc Baker

Purpose of Meeting: Discuss Board's operating activities

1) Call to order (1 minutes)

2) Approval of minutes from last meeting (2 minutes) **Seconded and Approved**

3) New agenda items for consideration (5 minutes)

- USF College of Business 'Case Competition Award Fund' and Student Chapter – (**Seconded and Approved**) **Board agreed to fund initial Case Competition Fund at \$5,000**

4) CPE Events & Marketing (5 minutes) - Kami

- Oct 7 - Roles and Challenges for All Internal Auditors event at Embassy Suites **Board was asked to reach out to their contacts and promote event**

- Please promote to your networks

- Nov 18 - Security Event **Kami beginning to schedule and Jason reaching out to Protiviti speaker pool; PWC may fill in empty spots. Board was this to be a non-paid speaker event.**

- Potential to have it at Embassy Suites, maybe a half day event
 - Looking for speakers
 - Looking for sponsors

- April 14 (maybe, this is Good Friday) - GRC Event

- Potential to have it at Renaissance, they can give me a good deal if we do it on Good Friday
 - Otherwise, probably Intercontinental
 - Start looking for speakers

Renaissance offered really good deal but concerns linger over vacations/kids off school, etc. Board asked to look for speakers. Recent MEMBER SURVEY results will help Board determine what topics should be and whether or not Good Friday will work.

Cvent Report **Ana to flip all events to ACTIVE on website in case they want to enroll.** Potential discussed for offering and charging for recorded sessions.

CISM Review Course-Winter 2016	▼	QTNJ6C5VJZF	Pending	12/04/2016	0
ISACA Certification Review Courses - Fall 2015	▼	Q3NZDSFB28R	Pending	12/02/2016	0
CRISC Review Course-Winter 2016	▼	HQN9MGWPFT8	Pending	12/02/2016	0
CISA Review Course-Winter 2016	▼	GDN4NPVNT9L	Pending	12/02/2016	0
ISACA Certification Review Courses - Winter 2016	▼	BKNHBDZCLVX	Pending	12/02/2016	0
Roles and Challenges for All Internal Auditors	▼	94N8HV7LJ6C	Active	10/07/2016	13

5) Academic Relations – Cassie (5 minutes)

- Upcoming Events **Cassie held a call on Wednesday (9/7) to provide overview of pending events with schools**

USFSP

- Meet the Firms
 - Tuesday September 13, 2016 from 4:30 pm – 6:30 pm
 - Confirmed attendance: Chris Stephy, VP of Accounting and/or Accounting Manager from JSA Healthcare
 - Is anyone else available and wants to attend?
 - Kami/Jose, do you all have any promotional items we can bring to the event?
- Campus BAP Visit
 - Thursday, February 9th, time TBD
- USF Tampa
 - Scholarship contest
 - In the works of planning a specific ISACA scholarship at USF Tampa
 - Need to ask nationals to see if there's an easier way to give away free memberships for students
 - Brainstormed during our committee meeting: If head of accounting is willing to start a student chapter, we could give the memberships to students, first 25 to sign up
- Univ. of Tampa
 - Cybersecurity class visit, Thursday, October 27th from 2-3:50 pm
 - Any suggestions on someone who could come and present with me? **Jay offered to help** Maybe someone who works in that space.

- BAP Golf Event

- We may register for this event, but will want to also have a scheduled class visit before we spend the money. In contact with the VP about scheduling a visit.

- Saint Leo

- Discussed on our call that it might be too far for myself/other board members to make the trip to do a class visit. Does anyone disagree with that? **We're going to investigate further considering logistics**

Membership – Dali (5 minutes)

- Networking Social – TAPS International Plaza 8/25 – De-brief **Very successful but tight**
- Holiday Party – Tampa History Center – date /time **Plated dinner., located near hockey arena**
- Update on Naples/Ft. Myers Networking Event **Looking at January**

6) Review Courses – Shawna / Johan / Marc (5 minutes) – no update – Marc **Jose to have discussion about urgency and additional resources to be reached out to**

- Update on review courses (CISA, CISM, CRISC)
- Cvent marketing of review courses – go / no go dates

7) Sponsorship Update – Kevin (5 minutes)

- EY, Nielsen, **(\$6,500 combined for EY and Nielsen)** and Schellman in 2017– sponsors for new year

8) Finance Update – Jason (5 minutes)

- Provide a status of our current financial standing **\$4700 in revenue – Large training bill part of \$9500 in expenses – about \$97,000; Jason to perform proof of cash/bank rec each month – Jon and Jason are both tying back all cash transactions for the month, therefore, the only thing we may miss is outstanding checks.**
- Tax issue update
- **Board to pursue compilation provider at \$23/hour and cloud accounting software (not QB) at \$70/month. Estimated max per month requested from compilation provider. Treasurer will still have to enter transactions and reconcile Cvent revenue.**

9) Committee Updates (5 minutes)

- CSX – Jose / Marc – Training, etc.

- Marketing – Ana Valdez
 - Items Ordered? [List sent to Ana](#)
 - Polo Shirts for board members
- Social Media - Sophia Czaus
- Web support – Dan Ruggles
- Other ?

10) Meeting Close [Seconded and Approved](#)