

# Security Analysis and Risk Management Association

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## Minutes of the Board of Directors Meeting

Wednesday, January 9, 2008

The Board of Directors of the Security Analysis and Risk Management Association (SARMA) met by teleconference on January 9, 2009. Present were Kerry Thomas (Executive Vice President), Nancy Renfroe (Vice President for Projects), Chris Miller (Conference Committee Chair), Richard Roth, and Chel Stromgren, being all directors and a quorum. Also present was Craig Chellis (Newsletter), Dave Brown (Treasurer), John Boatman, Tae Kim and Lisa Jones.

The Executive Vice President opened the meeting at 4:00 pm EDT.

The minutes of the Board of Directors Meetings held on November 14, 2007 were reviewed and approved.

### Reports of Officers and Committees

- Conference Committee Report
  - Mr. Miller reported on the Conference Committee meeting which was held the previous week at George Mason University (GMU). At the committee meeting, the conference theme and costs were baselined.
  - The SARMA website is being updated in preparation for registering conference participants.
  - The main conference room is booked at GMU. Breakout rooms will be reserved, as necessary.
  - A graphic designer is working on conference materials.
  - GMU will utilize their mailing list to direct people to the SARMA website.
  - Mr. Jopeck, Mr. Thomas, and Mrs. Renfroe are identifying potential speakers.
  - Mr. Miller is working to finalize the conference agenda. He will send the draft agenda to a task list to the Conference Committee for review and comment. Once the agenda is approved, we can advertise the conference.
  - Filling the Administrative Support requirement is dependent on corporate sponsorship success for funding. We currently have at least six months coverage.
- Vice President for Projects
  - Mrs. Renfroe reported the various project leads are reaching out to more potential members in an effort to improve participation in the various projects. Mr.

Thomas developed an e-mail template which can be customized, as necessary, to introduce prospective members to SARMA.

- Mr. Boatman reported on the Who's Who project. Currently 12 people and 43 organizations have been entered. Lisa Jones did a large portion of this work.
- Mr. Boatman drafted a simplified set of instructions to make it easier to enter information on the website. He is considering a form for people to submit so SARMA personnel can input the information on the website.
- Mrs. Renfroe will check with Mr. Jopeak regarding committee budgets.
- Executive Vice President's Report
  - Mr. Thomas reported the position paper developed by Mr. Jopeak and Mr. Thomas has been published and is now in the public domain.
  - Mr. Thomas reported on a new policy initiative. Mr. Jopeak and Mr. Thomas are working with a contact on the Homeland Security Council. SARMA was tasked to provide ideas for streamlining the Department of Homeland Security approach to risk management.
  - Mr. Thomas developed a standard SARMA presentation. He e-mailed it on Tuesday, January 8, 2008 to SARMA board members for review. Mr. Thomas will reach out to Mr. Jopeak and Dr. Knox to determine the process to make the presentation official at which time everyone will be able to distribute it.
- Membership Committee Report
  - Mr. Roth is working on membership outreach with organizations such as the American Society of Industrial Security (ASIS).
- Newsletter Report
  - Mr. Boatman reported John Paczkowski, New York Port Authority, agreed to be interviewed for the SARMA newsletter.

New Business – none

There being no further business, the meeting was thereupon adjourned at 5:00 pm EDT.

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Secretary

APPROVED:

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President