

NJ-GMIS & TEC FOUNDATION EXECUTIVE BOARD MEETING MINUTES

In-person Meeting

Wednesday, October 18, 2017 10:00 am
30 Schuyler Place, Morristown, NJ 07963
4th Floor OIT Conference Room

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/103814328>

Or Telephone:

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Meeting ID: 103 814 328

Shawn Hopkins, John Tugman, Justin Heyman, Paul Allena, Michael Esolda, Marc Pfeiffer, Mitch Darer, Chris Callahan, Sue Arpa, Tony Fan, Bernadette Kucharczuk, Howard Levison, Ed Card, Savanna Lott

Shawn Hopkins called the meeting to order at 10:03 am.

Paul Allena motioned to approve the August 30, 2017 board meeting minutes. Bernadette Kucharczuk seconded the motion. Motion approved unanimously.

Shawn Hopkins reviewed the Treasurer's Report in Walt Hansen's absence including current account balances, recent expenses and deposits. Shawn updated the Boards on the NJ GMIS 501C3 status which is pending, and confirmed that NJ GMIS has obtained a NJ BRC. Justin Heyman motioned to approve the Treasurer's Report. Marc Pfeiffer seconded the motion. Motion approved unanimously.

Shawn Hopkins provided the Presidents Report.

Shawn Hopkins informed the Boards that Dave Miller resigned as NJ GMIS Treasurer, and that Justin Heyman is willing to accept this role through the end of 2017. Shawn Hopkins motioned to make Justin Heyman the interim NJ GMIS Treasurer. Bernadette Kucharczuk seconded the motion. Motion approved unanimously. Paperwork with the associations' bank will be updated by the Treasurers and President as changes to signers are made.

Shawn Hopkins updated the Boards on the planning progress of the upcoming Cybersecurity Awareness Event in November, including number of sponsors, sponsor offerings to NJ GMIS members, topics and speakers. The Boards discussed the importance of providing each NJ GMIS corporate member equal promotional opportunities to reach the membership with quality educational opportunities. The event is being promoted to NJ GMIS members and NJ GMIS affiliate organization members in order to spread cybersecurity awareness to its members and affiliates.

Shawn Hopkins presented the Board with the Cybersecurity Awareness Event catering contract for approval. Shawn Hopkins made a motion to approve the catering contract for signature. Howard Levison

seconded the motion. Motion approved unanimously.

Savanna Lott provided the membership update. Membership retention rate is very high. There are 6 new municipal members, however the report received reflects errors that need to be addressed.

Savanna Lott provided the TEC sponsorship status update.

Marc provided the TEC educational program update.

Michael Esolda shared an opportunity to attend the New Jersey School Boards Association event with the Board. The Board agreed to promote the opportunity to NJ GMIS members. Savanna Lott to create a TEC sponsor marketing flyer and send to board, and bring to cyber event.

The Board discussed Anthony Huey as a TEC keynote speaker, and that the TEC Committee will meet to discuss further.

Justin Heyman presented to the Board the option of having a CGCIO continuing education program in conjunction with TEC. Michael Esolda will assist Justin with coordination.

Sue Arpa volunteered to oversee website updates and changes as necessary.

The Board discussed the NJSLOM event schedule and speaking engagements. The full schedule will be confirmed via email.

Mitchell Darer updated the Board on the progress of updating the association's marketing materials. The membership brochure is in its final editing stages. Savanna Lott will assist Shawn Hopkins and Walt Hansen with printing the brochures.

John Tugman, Mitchell Darer and Shawn Hopkins to coordinate a time to meet to discuss bylaws review initiative.

Shawn Hopkins and Justin Heyman to review reimbursement SOP.

Justin Heyman provided the GMIS International update. Past President Brian Kelley resigned, and 2014-2015 President Matt Wainwright was elected to fulfill the remainder of the term. Justin shared that changes to the program with International partners are being discussed, as are the idea of hosting regional conferences.

Shawn Hopkins requested the Board brainstorm ideas for marketing, trainings or other educational initiatives to invest in for NJ GMIS members.

Initiatives to invest in for NJ GMIS members.

John Tugman motioned to adjourn the meeting. Ed Card seconded the motion. Motion approved unanimously.

Meeting adjourned at 11:59 am.