

**Iowa Illinois Chapter  
National Defense Industrial Association (NDIA)  
Board of Directors Meeting Minutes  
11 September 2012**

1. The Iowa Illinois Chapter of NDIA Board of Directors held their bimonthly meeting at Bennigan's Grill and Tavern in the Home Ridge Inn & Suites, Bettendorf, IA on 11 September 2012, Mr. George Rivard, Chapter President, called the meeting to order at 5:00 PM. Board members and Chapter officers present were Ms. Mary Adams, Mr. Glenn Cannon, Ms. Joy Fleming, Mr. Art Heyderman, Mr. Steve Mapley, Mr. John Masengarb, Mr. Jim Morgan, Mr. Bob Radkiewicz, Mr. Mert Sachs, and Mr. Alan Wilson. Prospective board member Ms. Beth White was also present. Also present was Ms. Teri Johnson, Founder and President of Jason's Box.

2. Prior to starting the meeting, the group observed a moment of silence in remembrance of the victims of 9/11/01 and the Service men and women who have given their lives in the war against terrorism.

3. Mr. Heyderman introduced Ms. Johnson to the group. She provided an information presentation to the board members on the Jason's Box. Jason's Box is a non-profit organization whose mission is to improve the health and well-being of our military men and women. The program started by providing custom care packages to any deployed military person that requested one. In addition to that program, the organization, in partnership with local mental health providers, is addressing the needs of our returning troops and veteran, specifically in the area of behavioral health services. At the conclusion of her presentation, Ms. Johnson held a question and answer session with the board.

4. Prior Meeting Minutes. Mr. Rivard stated that the minutes from the 8 May 2012 board meeting had been electronically distributed for review and approval with those members in attendance. Recommended changes received during the staffing process were incorporated and the minutes were posted on the chapter's web site.

5. Treasurer's Report.

a. Mr. Masengarb provided attendees with the treasurer's report for the period ending 31 August 2012. The report shows a computed bank balance of \$80,252.16 in its checking and savings accounts. Income sources during the period were from symposium registration fees, a donation from Rockwell Collins to support the Academic Year 2013-14 scholarship program and interest earned. Expenses for that two month period were \$14,272.92. The largest expense during the period was for scholarships and symposium matchmaking costs.. Remaining budget commitments for the year are \$7,550.65. Mr. Radkiewicz made a motion to accept the treasurer's report. Mr. Wilson seconded the motion. Motion passed,

b. The draft chapter operating budget, provided at the July 2012 meeting, was presented for approval. Mr. Heyderman recommended redistributing the funds proposed for the Honor Flight to other sources. After discussion by the board members, \$2,000 was added for Jason's Box and \$1,000 for Project Healing Waters and reducing the Honor Flight to \$500 and the non-specific line to \$3,000. Mr. Radkiewicz made a motion to accept the modified budget. Mr. Sachs seconded and the motion passed.

c. A financial audit for 2012 is required. Messrs. Mapley, Morgan and Radkiewicz volunteered to perform the audit. Mr. Masengarb will inform the group when the books are ready for audit.

6. Donations. Mr. Rivard reported that since the last board meeting the Chapter had received a request to support the Navy Birthday Ball. A \$300 donation to support the ball was included in the current year operating budget. The check was issued. Mr. Rivard reported that the Chapter along with other Arsenal Island organizations hosted a reception at the Arsenal Island Golf Club in July for MG Camille Nichols, the new commander of the Army Contracting Command. Mr. Radkiewicz made a motion to donate \$2,500 from this year's unused allocations to support Jason's Box the motion was seconded by Mr. Masengarb and the motion passed. Mr. Masengarb noted the passing on long time Chapter NDIA member, Mr. Walter Dray, Sr. He recommended a \$75 memorial to an organization listed in a future obituary. Mr. Rivard seconded the motion and the motion passed. Thank you letters or notes for previous contributions were received from the Iowa-Illinois Chapter Women in Defense, Rock Island Arsenal Chapter AUSA, Project Healing Waters, and scholarship recipients Aaron VanDeCastele and Alex Brown.

7. Scholarships. The NDIA and SGT Paul Fisher scholarship applications for academic year 2013-14 have been updated. The Board needs to decide on the dollar value of the individual scholarships. The Board agreed to this as an action item at its November meeting.

8. Membership. Mr. Rivard reported the Chapter has 841 members. The Chapter needs to find a replacement for our current Membership Chairman Mr. Denny Meyer who is moving out of the area. Mr. Rivard reported that the listing of the Chapter's board members on the web site has been updated to reflect current board members.

9. Programs.

a. Net proceeds from the 2012 Midwest Small Business Government Contracting Symposium were approximately \$64,000. These monies will be used to support our scholarship program, Chapter donations to area military and civilian activities that support NDIA's major goals and the 2013 Small Business Symposium. The 2013 Midwest Small Business Government Contracting Symposium will be held May 22-23 at the i wireless Center. Planning for the symposium has already begun. Mr. Paul Rumler from the Quad Cities Chamber of Commerce is the new symposium planning committee chair. An event planner solicitation has been issued. Responses are due September 14<sup>th</sup> with the selection shortly thereafter.

b. Mr. Rivard reported the chapter received an opinion from NDIA National that our chapter does not qualify for an Illinois State Sales Tax Exemption. Mr. Morgan volunteered to forward the results of the Rock Island Arsenal Development Group's (RIADG) efforts to receive an exemption.

10. WID Report. Installation of the Iowa Illinois Women in Defense Chapter Secretary and Treasurer will be held Oct 2<sup>nd</sup> at Café Fresh in Moline. Ms. Fleming said an invitation to attend the installation will be forthcoming.

11. STEM. Mr. Mapley reported on the Engineering Kids Camp that was held this past July at the Putnam Museum. Mr Radkiewicz also volunteered at the camp. Mr. Mapley is working on a breakout of the FY 2013 STEM budget allocation. He discussed a Putnam Museum program to become more involved with STEM and their requirement for equipment. He is evaluating for possible chapter support.

12. Nominating Committee. Mr. Rivard reiterated the need for a nominating committee. Members interested in serving on that committee should contact Mr. Rivard.

13. Committee of Logistics Supply Providers. Mr. Mapley provided an update on the Army Sustainment Command's (ASC) request for our Chapter to establish this committee. The ASC Assumption of Command is scheduled for September 18<sup>th</sup>. Mr. Scott Welker will discuss the requirement with the new Commander and get back to Mr. Mapley.

14. New Business.

a. Model Chapter Application. Mr. Rivard reported that he had received and incorporated all input to the 2012 Model Chapter Program application and would forward it to NDIA National later in the evening. Mr. Radkiewicz recommended posting the application on the chapter web site

b. Both the President and Treasurer have received envelopes with the Chapter's logo and their return address. .

c. Mr. Masengarb stated that Mr. Rivard and he received an email from NDIA National requesting the Chapter's FY 2012 Financial Report by 22 October. The report format is the same as in previous years. The report can be completed as soon as the interest for 30 September is posted. The report requires signature by both the Chapter Treasurer and President.

d. Mr. Morgan mentioned that the RIADG had contracted with a company to perform a Strengths, Weaknesses, Accomplishments, and Threats assessment on Rock Island Arsenal. He offered to share the results with interested board members.

15. Mr. Wilson made a motion to adjourn the meeting. Seconding the motion was Mr. Morgan. Motion passed and the meeting adjourned at 6:40 PM.

16. Next Board meeting will be held November 13, 2012 at Bennigan's Grill and Tavern in the Home Ridge Inn & Suites at 5:00 PM.

*John Masengarb*  
*Secretary / Treasurer*