

**Iowa/Illinois Chapter
National Defense Industrial Association (NDIA)
Board of Directors Meeting Minutes
12 July 2011**

1. The Iowa-Illinois Chapter of NDIA Board of Directors held their bimonthly meeting at River House Bar & Grill, Moline at 5 pm in Moline, IL on 12 July 2011 Mr. George Rivard, chapter president, called the meeting to order at 5:00 pm. Board members and chapter officers present were Mr. Art Heyderman, Mr. Steve Mapley, Mr. Bob Radkiewicz, Mr. Rivard, Mr. Billy Murphy, Ms. Diane Wheeler and Mr. Alan Wilson. Chapter member guests attending were Mr. William Dunn and Mr. Daniel Douglas.

2. Prior Meeting Minutes: Mr. Rivard noted that the minutes from the 190 May 2011 board meeting had been electronically distributed and coordinated for approval with those in attendance. Mr Radkiewicz moved to approve the minutes. Mr. Mapley seconded and the motion passed.

3. Treasurer's Report. Mr. Rivard read Mr. Masengarb treasurer's report for the period ending 30 Jun 2011. Expenses from the symposium as well as scholarship awards were provided. He reported that the chapter has a combined total of \$77,968.14 in its checking and savings accounts. Income received in the last two months is \$31,734.69. This has come from remaining symposium registrations, booth sales, and donations. Expenses during the period (largely symposium and scholarship awards) amounted to \$64,595.42. Considering the yet outstanding checks for donations and scholarships of \$9050, the computed bank balance is \$36,057.41. Uncommitted funds are at \$13,877.68 (above our cash reserve set at \$16,000), with the delta largely budgeted commitments yet to occur. The Financial Summary for the 2011 Midwest Small Business Government Contracting Symposium was also included in the Treasurer's Report. Total Income was \$77, 921.85 and total expenses were \$54,532.88, leaving proceeds of \$23,388.97. Through a sharing arrangement with Society of American Military Engineers (SAME) for attendees/booths garnered through their concurrent meeting with the event, the Chapter provide SAME \$6,598.75. The Chapter's net proceeds become \$16,790.22. Mr. Mapley made a motion to approve the treasurer's report and Ms. Wheeler seconded the motion. The board voted and approved the treasurer's report.

4. 2011 Operating Budget. Preparation of a draft of our new budget for 2012 will be initiated by John Masengarb.

5. Scholarships. Mr. Rivard indicated that a total of \$20,000 in scholarships were awarded this year, Scholarship recipients were recognized and received their scholarship during the Tuesday evening reception at the 2011 Midwest Small Business Government Contracting Symposium. In addition to the chapters \$16,000, Rockwell Collins (\$2k toward scholarships) and American Ordnance (\$2k direct toward SGT Paul Fisher scholarships) were direct sponsors again this year and were formally recognized. All the scholarship recipients are discussed on our website.

6. Awards. Mr. Rivard mentioned that Mr. Jim Morgan presented Paul Woodhouse with the Greenberg Award for Lifetime Achievement in conjunction with the Scholarship presentations at the Small Business Symposium. The Lawrence Skibbie Award for Lifetime Contributions to National Defense was presented to Mr. John Shipley at our last meeting. Coverage is provided in our July newsletter on the website.

7. Donations. Mr. Rivard indicated that donation requests since our last board meeting and for which checks have been issued, as per approved budget were:

- \$200 Donation to WID for August Golf Outing.
- \$350 for the RIA Women's Club 2011 Annual Charity Golf Outing. (Hole sponsor).

8. Membership. Mr. Meyer last reported that the chapter has 886 members including 172 members of the Iowa/Illinois Chapter, Women in Defense.
7. Programs Committee. 4th Annual "Midwest Government Contracting Small Business Symposium". Mr. Radkiewicz and Mr. Wilson provided some feedback/lessons learned from the post Small Business Symposium committee meeting. The Chapter, as the host of the Small Business Symposium, needs to provide more committee participation. Mr. Mapley and Mr. Murphy indicated they would become committee members; all agreed that we need more NDIA chapter member participation to both increase our program management presence as well as lessen the burden to the couple directors that carry the load year after year. Mr. Radkiewicz indicated he would secure additional details on the feedback and lessons learned. Mr. Wilson also made mention of the attire, and that perhaps the NDIA participants should wear Chapter logo golf shirts, to better project our presence, as well as have common dress attire. Mr. Radkiewicz is going to check if NDIA offers apparel. Since unlikely, Mr. Wilson is going to check on what shirts might cost and discuss at our next meeting. FY2011 ASC APBI. Regarding the Army Sustainment Command's Advance Planning Briefing for Industry (APBI), Mr. Rivard indicated the Chapter responded 1 Mar to Sources Sought indicating our interest in providing conference planner services for their event originally planned for August. ASC continues to work at satisfying new conference attendance approval requirements, and that he is hearing that the APBI might now be held in October. Should the Chapter be selected as the conference planner, the committee will need to quickly and thoroughly evaluate the risks (within the timeframe and venues available) to successfully execute, before committing.
8. Website: Mr. Rivard indicated the new website went live on 3 June; small business post conference information did get posted on our new site. John Masengarb has a disk with all the archived/miscellaneous files from the old site. As shown in the financial statement, we paid Augustana the development costs and first year hosting/maintenance fees in the total amount of \$695. Maintenance updates (new news, etc.) has been working smoothly. A July Chapter Newsletter was posted and includes the Symposium. Mr. Heyderman provided most of the photographic support at the symposium and was the source for most of the Newsletter photos.
9. WID Report: Ms. Wheeler reported WID will have a booth at the Arsenal Employee Appreciation Picnic, July 21, and NDIA members are encouraged to stop by. She indicated that the next major WID event will be the 10th Annual Golf Tournament at Glynn's Creek, 5 Aug. WID is also sponsoring a WISDOM lunch-n-learn series. The first one is with Nicole Martin from Dale Carnegie presenting "Change" on Aug 18th. Government employees may register through TED. There is no charge to attend, attendees bring their own lunch, and will receive 2 Continuous Learning Points. Details on events are at the WID web site at <http://wid.ndia.org/chapters/IowaIllinoisChapter/Pages/default.aspx>.
10. STEM. Mr. Mapley reported that volunteers are lined up to assist at the Putnam Museum's hosting of the Iowa State Engineering Kids Day Camp. Our Chapter's donation is helping fund participants that otherwise did not have the means to pay; our chapter logo will be prominent on the Camp T-shirts. Mr. Rivard reported that there has been no visible movement by the Garrison to submit a DOD STARBASE application and that the endorsements gathered are becoming dated. Mr. Wilson said he would see if he could encourage action. Mr. Rivard did provide both Congressman Shilling and Congressman Loeb sack, and their staffs, current information on DOD STARBASE and the intent to have one on Arsenal Island.
11. Nominating Committee. The nominating committee did not meet and has been dissolved for this year.

12. New/Other Business.

a. Mr. Rivard indicated that the Chapter needs both a Podium Banner as well as a display table banner and/or Chapter table cloth. We currently use our Model Chapter Banner as the only display means available. Mr. Radkiewicz made a motion that we secure both items with authorized spending up to \$500. Mr. Wilson seconded the motion. The board voted to approve. Ms. Wheeler provided actual exhibits of those items just purchased for WID. Mr. Rivard will further investigate, after an actual design is developed.

b. Mr. Murphy reported that he had problems viewing/downloading several briefings (Joel Himsl briefing for one) posted on our website. Mr. Rivard indicated he would check that out and get back to Mr. Murphy.

13. Ms. Wheeler made a motion to adjourn the meeting. Seconding the motion was Mr. Wilson. Motion passed and meeting adjourned at 5:50 PM.

14. Next board meeting will be 13 Sep at Bennigan's Grill and Tavern in the Home Ridge Inn & Suites (formerly the Bettendorf Holiday Inn) at 5 pm.

George B Rivard/for

Mr. John Masengarb
Secretary / Treasurer