



Iowa-Illinois Chapter National Defense Industrial Association (NDIA) Board of Directors' Meeting Minutes 10 March 2020

1. The Iowa-Illinois Chapter of NDIA Board of Directors held its bi-monthly meeting at Holiday Inn, Rock Island, IL on 10 March 2020. Mr. George Rivard, President, called the meeting to order at 5:06 p.m. Board Members and Chapter Officers present were Mr. John Masengarb, Ms. Natalie Linnville-Mass, Ms. Janet Masamoto, and Ms. Joy Fleming.

2. **Prior Meeting Minutes:** Mr. Rivard stated that the minutes from the 14 January 2020 Board Meeting were electronically distributed for review and approved by those in attendance. Recommended changes received during the staffing process were incorporated, and the minutes were posted on the Chapter's website.

3. **Treasurer's Report:** Joy Fleming

a. Ms. Fleming distributed the Treasurer's Report for the period ending 29 February 2020. The February report showed a computed beginning bank balance of \$105,581.39 in the Chapter's checking and savings accounts. The main sources of income were \$4,000.00 from Rockwell Collins scholarship donation. The main sources of expenses were two \$2,500.00 scholarships, \$1,000 USO donation, and \$3,000.00 deposit for The Tax Slayer Center. There are the following outstanding checks: \$750.00 each for RICMS, QC Elite Team 648, Putnam Museum, and Disruptive Innovation Robotic Team; and \$25.00 for QCESC for scholarship recipient banquet registration. Making the ending bank balance \$93,827.98. A motion was made by Ms. Janet Masamoto to approve the Treasurer's Report with a correction to include the information for check 2277, Flourish and Bots and remove it from the outstanding checks. Mr. Masengarb seconded. All were in favor and the Treasurer's Report was approved. Ms. Fleming will correct and send a copy to all Board Members who attended.

b. 2nd Qtr. Financial Report will be due by end of April.

c. Annual Audit by Kevin Stevens, Chapter Auditor was completed. Concluded that all cash receipts and disbursements have been properly accounted for and am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with NDIA requirements or accounting principles generally accepted in the United States of America. Thank You, Kevin!

d. We still have below credit card processing related charges: Ms. Fleming to get a better understanding of how these work and report back to Board.

- Gateway Billing - \$25 monthly
- Card Connect Merchant Fee – varies monthly
- American Express - \$7.49 monthly

e. Using Constant Contact/WePay for Luncheon



4. **Scholarships:** John Masengarb

- a. Applications are due NLT 11 April 2020. The STEM scholarship was awarded 20 Feb 2020. Tammy Dean and Janet Masamoto are confirmed to be on the scholarship committee. John still needs to get with Bob Radkiewicz.
- b. Contacted Collins and American Ordnance to remind them to get word out.
- c. Notice is in Island Insight and Natalie will get the e-blast out to NDIA members.

5. **AWARDS:** Mike Carton

- a. Lifetime Achievement Award nominations are accepted at any time.
- b. Skibbie/Eicher/Greenberg. Likely need to re-characterize. No update.

6. **Donations:** Al Kruse, Mary Adams and George Rivard

- a. **USO's Frank n' Fridays:** Did one January 14. Upcoming are 20 Mar, 8 May, 14 Aug, 9 Oct. Joy issued \$1000 donation for FY20
- b. **RI Center for Math and Science:** Check issued. Date for class trip to be determined in Apr or May. They are to share picture(s) as recognition of our donation.
- c. **Embracing our Military:** Check issued.

7. **Membership:** Kim White

- a. Last list dated **28 February 2020**; membership stood at **598-up 8**
- b. Regarding BOD: Can't tell if Mary Adams is still a member as WID members no longer show on our roster. Everyone else looks good till April. (John & Mert)
- c. Kim will take action to clean up the website with the 7 Corporate memberships (Collins, AO, CAT, Arconic, Lewis Machine, Chrystal Group and Sedona) and secure logos by the May meeting date. John Riches at Arconic would be open to a follow-up meeting if anyone has bandwidth to visit in person.

8. **Programs.** Trish Huber, John Masengarb, Kim White, Natalie Linville-Mass and Bob Radkiewicz

- a. **Symposium -2020.**
 - o Committed to TaxSlayer. Reception will be there as well.
 - o Symposium website launched and registration open.
 - o Using Eventbrite platform for registration courtesy of CIRAS.
 - o Agenda under construction but topics pretty much identified; working on speakers.
 - o GEN Perna will not attend; NDIA Exec VP to be NDIA welcome speaker. Awaiting request form to formally make request, but MG(R) Boozer was available.
 - o Natalie/MediaLink is managing Matchmaking portion of symposium as well as handling administrative duties, formerly performed by the Quad Cities Visitors Bureau. Natalie plans on getting 4 bids per materials needed and going from there.



- COVID-19 Virus – NDIA continuing events. Asked TaxSlayer if doing anything special. Natalie would like to have a meeting with the TaxSlayer and all parties. Cancellation clause is being revisited.
- Looking at financial liabilities. National is reviewing our venue contract.
- Natalie had a newspaper marketing interview and is to send link to George.
- More e-blasts to come
- Collins has committed to matchmaking. Adrian to follow-up with possible parties.
- We have five sponsorships which are the same. Still reaching out to other possible sponsors.
- Posting on Facebook. Please like page and share with contacts/invite people.

b. Chapter Program Committee meeting:

- Natalie led Lunch & Learn event 5 March at the Hyatt Place, with Steve Szalo, SBA Contract Specialist at TACOM as speaker on matchmaking do's and don'ts in preparation for our symposium in May. More than half were board member attendees. No charge for room. Expect slight profit. Waiting on invoice.
- Need to have quarterly recruiting events like our luncheons per Model Chapter criteria. Natalie suggested we repeat with what we did before with visits to Collins/Iowa Army Ammunition Plant. Re-visit going to Caterpillar. In fall, have someone from the Island, as luncheon speaker.

9. Website/Facebook/Constant Contact.

- a. Normal website maintenance and posting of happenings.
- b. 53 followers on Facebook.
- c. Constant Contact e-blasts for Luncheon, symposium and scholarships.
- d. Natalie commented that website is behind compared to other NDIA chapters. She suggested we discuss with Web Guild about upgrade suggestions and get a proposal; she also questioned their website access policy. Only web guild makes requested changes; others not allowed to make changes to their website on their own.

10. STEM Related – QCESC Banquet 20 Feb. Attended by George, Celia, and Joy. NDIA STEM Scholarship was awarded to Nate Ahlers, a senior at Newman Central Catholic High School in Sterling, Illinois. STEM donations were made to following recipients that attended event:

- Putnam Museum for Engineering Kids Camp
- Flourish & Bots FLL Team #2838
- FIRST Robotics Team 648 - QC ELITE - Flaming Squirrels
- Davenport West High School Disruptive Innovation FRC team #6317

Pictures and more information are posted on our website.

11. NEW/OTHER BUSINESS/INFO:

a. NDIA Connect: Currently BETA testing by NMLC; launch now in April.

- Member-Only Benefit for connection and collaboration

b. NDIA Box: New and secure cloud storage and collaboration solution to conduct accounting and finance operations. Will be able to seamlessly access, share, and collaborate Chapter's financial files with NDIA's National Headquarters from anywhere and on any device.



- c. **Model Chapter Submission:** We were awarded Chapter of Excellence Award and received \$1000 plus a pull-up display so indicating in lieu of podium banner. Have certificate as well. Ms. Fleming was presented with certificate for her contributions and a picture was taken with Mr. Rivard presenting.
- d. **Legislative or Regulatory priorities** The Senior VP for Policy and Strategy at NDIA wants to specifically focus on member issues during the next 12 months. We sent an eBlast to membership in Dec requesting inputs and sent a follow-up as well. Form is on website.
- e. **National Defense Industrial Association Member Leadership Council (NMLC)** –formerly Program Development Advisory Council. Currently Beta testing NDIA Connect. Not much activity as all have other things to do (my personal feeling and my reality)
- f. Still would like to have all corporate members to have POC specifically to collect and channel policy issues they have that NDIA may be able to assist in seeking resolution.
- g. Mr. Masengarb moved to adjourn the meeting. Ms. Linville-Mass seconded. Meeting was adjourned at 6:25 p.m.
- g. **Location for next meeting.** Holiday Inn, Rock Island - 12 May 2020
- **Note:** We are booked another year thru November 2020. Will be in conjunction with Rock Island Ale House.

The NDIA has a policy of strict compliance with federal and state antitrust laws. The antitrust laws prohibit competitors from engaging in actions that could result in an unreasonable restraint of trade. Consequently, NDIA members must avoid discussing certain topics when they are together – both at formal association membership, board, committee, and other meetings and in informal contacts with other industry members: prices, fees, rates, profit margins, or other terms or conditions of sale (including allowances, credit terms, and warranties); allocation of markets or customers or division of territories; or refusals to deal with or boycotts of suppliers, customers or other third parties, or topics that may lead participants not to deal with a particular supplier, customer or third party.