



**Iowa-Illinois Chapter National Defense Industrial Association (NDIA) Board of Directors
Meeting Minutes
9 November 2021**

1. The Iowa-Illinois Chapter of NDIA Board of Directors held its bi-monthly meeting via Zoom on 9 November 2021. Mr. George Rivard, President, called the meeting to order at 5:05 p.m. Board Members and Chapter Officers present were Ms. Natalie Linnville-Mass, Mr. Ryan Bunge, Mr. John Masengarb, Ms. Kim White, Mr. Greg Wild, and Ms. Joy Fleming. Mr. Ernie, Ms. Brittney Benson, and Mr. Todd Prouty were invited to attend the meeting as guests and possible candidates to be voted in as members of the Board.

2. Mr. Rivard stated that the minutes from the 14 September 2021 Zoom Board Meeting were electronically distributed for review and approved by those in attendance. Recommended changes received during the staffing process were accommodated, and the minutes were posted on the Chapter's website.

3. Treasurer's Report: Ms. Joy Fleming

a. The Treasurer's Report for the period ending 30 Sep 2021 was viewed. The report showed a computed beginning bank balance of \$75,863.98 in the Chapter's checking and savings accounts. Savings account income of \$1.46 for dividends was added bringing the ending balance to \$75,865.44. The report for the period ending 31 Oct 2021 was viewed. The report showed a computed beginning bank balance of \$75,865.44 in the Chapter's checking and savings accounts. Savings account income of \$1.51 for dividends was added bringing the ending balance to \$75,866.95. There was one outstanding check for a \$2,500 for a scholarship shown on both reports. It was noted that there was an error in the Budget Commitments where Ordinary Operating Expenses showed \$1,500.00 and should be \$3,130.00 and Chapter Promo/Marketing showed \$2,998.00 and should be \$2,648.00. The Board decided that the report should be adjusted and sent out to those Board members attending for approval.

b. Mr. Masengarb was asked to find out about the \$2,500 scholarship check. He agreed. During the meeting he talked to Ms. Kolb's mother who will give him a status of the check and call him back. Ms. Kolb is enrolled at the University of Iowa.

c. 4th Qtr Financial Report was submitted to National on 25 October 2021.

d. Movement of Treasurer Function to HQ. No Update. Probably will be a Leadership Conference topic. Mr. Rivard sent Mr. Bunge the link. There was an hour-long discussion. Mr. Bunge did not look at it. This is a non-event for us now and hope they work out the mechanics.

d. FY2022 re-drafted budget coordinated via e-mail and approved.

4. Scholarship Committee: Mr. John Masengarb-Chair, Ms. Tammy Dean, Ms. Jan Masamoto, and Mr. Ryan Bunge

a. The application form was updated to reflect "up to \$2,500".



- b. Only NDIA scholarship; no Sgt Fisher to be awarded, but candidates from both segments can apply.
 - c. Final approved budget accommodated four \$2,500 NDIA scholarships, plus the QCESC STEM scholarship.
 - d. Mr. Masengarb had no further update.
5. **Awards Committee:** (VACANT) Lifetime Achievement Award nominations are accepted at any time.
- a. Need a volunteer to refocus and reinvigorate above Awards Program.
 - b. It has been 10 years since anything has been awarded.
6. **Donations Committee:** Mr. Al Kruse/Mr. George Rivard- Co-chairs
- a. Last donated (from 2020 funds) Frank n' Friday's event. Last event will occur on 1 Dec 2021 at the Navy Training Complex on the Arsenal. Mr. Rivard will attend, and he needs one other volunteer to help. Mr. Masengarb volunteered.
 - b. Mr. Rivard found out that the events are now \$300 per event. Mr. Masengarb made a motion that we use the \$1,000 budgeted and support three events at \$300. Ms. Linville-Mass seconded. All were in favor. A check will sent later after request/additional coordination with USO.
7. **Membership:** Ms. Kim White-Chair and Mr. George Rivard
- a. Last list received dated 31 Jul 2021; membership stood at 604. Ms. White agreed that there has been no updated list. She will talk to National and make a few tweaks to it.
 - b. New Corporate Members Rebate: 20% of the recruited member(s) first year of total dues.
 - c. Ms. White has no new leads for Corporate membership. Ms. Benson, Mr. Cychosz, and Mr. Prouty were corporate members in the past, but are independent now.
8. **Nominating Committee:** (Ms. Natalie Linville-Mass (Chair), Ms. Tammy Dean, Mr. Ryan Bunge, Mr. Al Kruse)
- a. Natalie provided an Excel spreadsheet with open positions. She stated that she will be Vice President and cannot be on other committees. There were no nominations for the Secretary/Treasurer positions. Membership, Awards, Nominating, and Symposium Chair are open. Mr. Masengarb will still be the Scholarship Chair but may change due to health issues. He needs a co-chair to train. Need someone for Program Chair. Kim and Natalie will help train. Mr. Bunge asked if the person needed proximity to the Island. Mr. Rivard said no. They could be somewhere else. The topic cover whatever the committee chooses it to be. KBR wants to know when the next Symposium will be. The Program and Symposium are two different things. Mr. Rivard will help, but not spend so much time on it. Small Business Chair is Ms. Masamoto as Ms. Linville-Mass is stepping down.

Mr. Cychosz suggested the membership chair position be explained and maybe someone would volunteer. Mr. Rivard explained the Symposium chair needs to head and get speakers. The Awards Chair needs to be



revamped as the awards that were handed out are no longer done. Program Chair needs to inform members of what we do with contracting, defense on a national level on a quarterly basis. In the past, we visited corporations such as Rockwell Collins, Iowa Army Ammunition Plant with lunch and learns. Then, Covid hit and everything stopped. Mr. Rivard stated that he did send out the tasks for each of the categories. Ms. Linville-Mass will search for them and read the operating principles on the website.

Ms. Linville-Mass moved on to Board Nominations. She made a motion that Mr. Ernie Cychosz, Mr. Todd Prouty and Brittany Benson be brought on the Iowa-Illinois Chapter Board for 2022 through 2023. Mr. Bunge seconded. All were in favor. A motion was made to elect Mr. Bunge as the President of the Iowa-Illinois Chapter for the 2022 through 2023 term. Mr. Rivard second. All were in favor. There was a discussion as Mr. Masengarb brought up that nominations need to be sent out to the membership. Ms. Linville-Mass stated that this was the first time that this was brought up. It was decided to go ahead with the nominations. Mr. Bunge made a motion that Ms. Linville-Mass be elected as Executive Vice President. Mr. Rivard seconded. All were in favor.

Ms. Linville-Mass asked if there were any volunteers for Secretary or Treasurer. Mr. Greg Wild volunteered to fill the position. Ms. Janet Masamoto was suggested for Treasurer and Ms. Dean for Symposium Chair. Mr. Bunge said Ms. Dean would be supported as Symposium Chair and the activities needed.

The Symposium Chair is a huge undertaking, so this needs to be separate from the Program Chair. Kim White was elected to Program Chair at the meeting.

They will reach into corporations to BAE and Collins for new Board Members and get three candidates.

It was brought up that new Board Members could be trained and be in positions. Mr. Todd Prouty volunteered to be the Membership Chair. Ms. Brittany Benson volunteered to be the Awards Chair. Mr. Rivard volunteered to be the Nominating Committee Chair as past President. He said he would try.

Ms. Linville-Mass made a motion that Mr. Greg Wild be elected as Secretary of the Iowa-Illinois Chapter for a two-year term. Mr. Masengarb seconded. All were in favor.

Ms. Linville-Mass made a motion that Mr. Todd Prouty be elected as Membership Chair of the Iowa-Illinois Chapter for a two-year term. Mr. Rivard seconded. All were in favor. Mr. Rivard stated that he and Ms. White would be attending a Webinar at the end of the month on the Reasons to Join. Ms. White will share what she has.

b. Mr. Rivard stated that a new roster needed to be sent to National.

Ms. Linville-Mass made a motion to elect Ms. Brittany Benson as the Award Chair for the 2022-2023 term for the Iowa-Illinois Chapter. Ms. Linville-Mass and Mr. Rivard will help with what they know about awards. Mr. Rivard seconded. All were in favor. Ms. Linville-Mass made a motion that Mr. George Rivard be elected the Nominating Committee Chair for the 2022-2023 term for the Iowa-Illinois Chapter. Mr. Bunge seconded. All were in favor.

The positions for Ms. Masamoto and Ms. Dean are to be tabled.

9. Program Committee. Ms. Kim White, Vacant



- a. Symposium-2022. Next large non-virtual symposium targeted for Fall 2022. Need lead and committee established ASAP; planning must start Jan 2022.
- b. Smaller Virtual Events. Nothing in the works. "Primes Series" on hold.
- c. BOD Meeting @ Corporate Member HQ. Caterpillar declined/COVID concerns.

10. Website/Facebook/Constant Contact. Mr. George Rivard and Ms. Natalie Linville-Mass

- a. Normal website maintenance plus posting of Frank n' Fridays.
- b. Ms. Linville-Mass continues to maintain Facebook and Constant Contact.
- c. 71 followers on Facebook. Frank n' Friday recent event posted.
- d. NDIA will have Event Management module in near future for Chapter use. There has been no update. Maybe will be discussed at the Leadership Conference as to status. Maybe use at our Symposium event.

11. STEM Committee: Ms. Celia Hadden-Chair and Mr. George Rivard

Ms. Hadden provided the FY22 budget slimming proposal which was incorporated.

Mr. Bunge reverted back to the Event Management. He attended event with Gulf Chapter who had a APP. He can reach out to them to see what they had. Mr. Rivard stated that we used PTAC for last event which was free. The module can be a stand alone which will be free. He doesn't see where we need it yet

Mr. Cychosz said he attended a virtual event that he thought was neat where you go on different floors and meet with people to network. Mr. Rivard said he has seen these, but they cost around \$15,000, and you need a technical person to run it. That is why we used the Wisconsin PTAC who did everything for us for free.

Mr. Bunge also stated that he had a conversation with Ms. Hadden about STEM and what we do in the Quad Cities but looking to reach out to explore areas outside of the Quad Cities. He talked to the Gulf Coast Chapter about how they do STEM to get project ideas. Mr. Rivard stated that we have done several STEM-related projects in the past as well as donating to local Robotics Teams in the area.

12. Small Business Committee: Ms. Natalie Linville-Mass/Ms. Janet Masamoto-Co-chairs

No activity. Mr. Rivard assumes Ms. Linville-Mass nor Ms. Masamoto have heard anything. A couple years ago, that was the big thing at National. They wanted us to identify individuals they could reach out to, but they never reached out.

13. NEW/OTHER BUSINESS/INFO:



a. **Model Chapter/Chapter of Excellence:** Expect formal announcement of being designated Model Chapter at Leadership Conference. Hopefully, we will be in a position to apply for Chapter of Excellence next year. We did not submit Chapter Succession plan in COE portion of APP, did not nominate anyone for the 2021 Sridhar Award and did not list corporate recruits for FY 2021, so we didn't qualify for the Chapter of Excellence. Ms. Linville-Mass wanted to know what the Sridhar Award was. Mr. Rivard said it was their Small Business related, corporate type award.

b. **National Defense Industrial Association Member Leadership Council (NMLC)** – Will meet as part of Leadership Conference, 15-16 Nov. We haven't had a meeting since the last Board Meeting. Mr. Rivard will be meeting with them as he is still on that National Council. Meghan from Great Lakes Chapter is the President who will be stepping down.

c. **Fall NDIA Board Meeting/Leadership Conference:** Mr. Rivard will be in Pentagon City 15-16 November.

Mr. Rivard would still like to have all corporate members have a POC specifically to collect and channel policy issues they have that NDIA may be able to assist in seeking resolution. Ms. White has started a spreadsheet on that. She will work with Mr. Prouty on that and get it to him. She believes most of our corporate members have a contact. Mr. Bunge said Collins has someone and believes the other larger corporations have a person too. Mr. Cychosz believes that the corporations use NDIA, but not the local chapter.

e. **Location for next meeting.** Virtual Event – 11 January 2021, 5PM. ZOOM invites were sent for all meetings. Mr. Rivard stated that some time we need to have an in-person event or a hybrid. SCORE uses something called OWL where it is on the table and there are other people in the room. It costs about \$1,000, so we probably won't be getting that now.

f. Mr. Rivard did receive a box of NDIA pens. We could put them on the booth table at our Symposium. He has no way of passing them out to us easily. Ms. Linville-Mass said we could discuss this with Ms. Dean, our Symposium Chair. We didn't have an in-person meeting as planned, but maybe it could be the January meeting. Mr. Rivard has a lot of banners, etc to hand over to someone. Mr. Bunge said to give it to Natalie.

Again, Ms. Dean is the Symposium Chair and Ms. Kim White is the Programs Chair.

Mr. Bunge has been on ZOOM all day, so wished everyone Happy Holidays and Thanked everyone who stepped up to fill positions.

- **Note:** We remain booked another year thru November 2021. Will be in conjunction with Rock Island Ale House. Holiday Inn (Jamie) has confirmed the schedule (2nd Tuesday, every other month, starting in January 2021) and knows are default currently is virtual.



g. Motion was made by Ms. Bunge to adjourn the meeting. Mr. Masengarb seconded. All were in favor. Meeting was adjourned at 6:30 p.m.

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.