

**Iowa Illinois Chapter
National Defense Industrial Association (NDIA)
Board of Directors Meeting Minutes
10 July 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 10 July 2012, Mr. George Rivard, chapter president, called the meeting to order at 5:00 PM. Board members and chapter officers present were Ms. Tammy Dean, Ms. Joy Fleming, Mr. Art Heyderman, Ms. Teresa Johnston, Mr. Steve Mapley, Mr. John Masengarb, Ms. Vicky Miller, Mr. Bob Radkiewicz, Ms. Kim White, and Mr. Alan Wilson. Perspective board member Mr. Glenn Cannon was also present.

2. 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 were incorporated. Ms. Dean moved to approve the minutes. Mr. Radkiewicz seconded and the motion passed.

3. Treasurer's Report.

a. Mr. Masengarb provided attendees with the treasurer's report for the period ending 30 June 2012. The report shows a computed bank balance of \$76,066.91 in its checking and savings accounts. Income from symposium events provided almost all of the \$48,087.04 in income received in May and June. Expenses for that two month period were \$90,646.57. Symposium expenses totaled \$74,033.22. Ten scholarship checks for a total of \$15,000 were written and provided to the recipients. Other major expenses were the annual cost of maintaining our chapter web site and chapter awards. Remaining budget commitments for the year are \$14,704.56. Mr. Radkiewicz made a motion to accept the treasurer's report. Mr. Mapley seconded the motion. Motion passed,

b. A draft chapter operating budget, prepared by Mr. Masengarb, was provided to the board members. He discussed his rationale for each of the proposed amounts. He recommended that the board members study the proposed budget and provide suggested changes to him prior to the September meeting with the board approving the budget at that time. Mr. Heyderman moved that the board accept the recommendation. Mr. Radkiewicz seconded and the motion passed.

4. Donations. Mr. Rivard reported the chapter had received a request from the Iowa Illinois Women in Defense chapter to support their annual golf outing. The FY 2012 chapter budget provided for a \$200 hole sponsorship donation for that event. A \$200 check was mailed to the local WID chapter, He also reported receipt of a donation request from Gilda's Club. The donation committee had reviewed the request and determined that it did not meet the chapter's donation criteria. A motion was made by Mr. Heyderman to accept the committee's recommendation. Ms. Dean seconded and the motion passed. The board discussed making a donation to Project Healing Waters. After some discussion on the amount, Mr. Masengarb moved that the chapter donate \$1,000. The motion was seconded by Mr. Heyderman. Motion passed. On 17 July 2012 the local NDIA, WID, Association of the United States Army and

National Contract Management Association will host a reception at the Rock Island Arsenal Golf Club for MG Camille Nichols, Commander of the Acquisition Contracting Command. Mr. Rivard has electronically asked board members for approval to expend not more than \$650 from our chapter for the event. Majority of the board members have approved the request.

5. Scholarships. Mr. Rivard presented scholarship certificates and checks to nine of the eleven scholarship recipients at the 2012 Midwest Small Business Government Contracting Symposium luncheon, 24 May 2012. Arrangements were made to present the remaining two recipients with their certificate and check. Mr. Rivard mentioned that the chapter LTG Skibbie and MG Eicher awards were also presented to Mr. Jimmy Morgan and Ms. Mary Adams, respectively, at that time. Mr. Masengarb said that he had contacted Mr. Alan Prowse to see if Rockwell Collins would like to participate on the scholarship committee. Mr. Prowse will discuss the offer with Rockwell Collins's Human Relations and he will get back to the board with their determination.

6. Membership. Mr. Rivard reported that Vista International Operations has joined our chapter as a corporate member. He made a motion to add Ms. Teresa Johnston to the board. Mr. Radkiewicz seconded and the motion passed. Board members welcomed Ms. Johnston to the board. Mr. Glenn Cannon, KBR, attended the board meeting as an observer; he is considering a request to become part of the board of directors.

7. Programs. The 2012 Midwest Small Business Government Contracting Symposium was a very successful event. Approximately 640 large business, small business and government people attended. One hundred and three companies exhibited their products and services. Over \$24,000 in sponsorships were sold. Final financial numbers are not yet available but Mr. Masengarb reported that the chapter should net around \$63,000. The 2013 symposium will be held during the third week in May at the i wireless Center. Both the Army Sustainment Command and the Joint Manufacturing Technology Center have committed to have their events at the 2013 symposium. Two major challenges are facing the symposium planning committee – finding a committee chairperson and hiring a meeting planner to assist with next year's event.

8. WID Report. A report on planned WID activities was presented by the current chapter president, Ms. Fleming. The next WID event will be its annual golf outing at Glynn's Creek on 3 August 2012. NDIA chapter members are encouraged to sign up and play in this event.

9. STEM. Mr. Mapley presented the board with a summary of science, technology, engineering and math (STEM) activities. His summary included past events as well as those remaining in FY 12. Mr. Mapley proposed funding the Engineering Kids Camp at the Putnam Museum 30 July through 2 August and sponsoring new FIRST teams with the balance of this year's available STEM budget. He also asked for volunteers for the Engineering Kids Camp. He stressed that one does not have to be an engineer to be a volunteer. He also provided the board with a list of STEM funding opportunities to fund in FY 13. In FY 12 the board authorized Mr. Mapley to request funding for STEM activities that did not exceed the total STEM budget. The board agreed to carry the authorization into FY 13. Mr. Rivard asked Ms. Dean to look at potential STEM activities in the Burlington area for potential chapter involvement.

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

11. 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. Our request to meet with command leadership to discuss this has been approved by the legal office. That meeting will take place after the ASC change of command which is anticipated in the August-September timeframe.

12. New Business.

a. Army Community Covenant. Mr. Rivard reported that he participated with community leaders and other organizations in the Army Community Covenant signing ceremony held at Modern Woodmen Park. The ceremony was led by AUSA and their invitation for NDIA participation was much appreciated

b. The board directed Mr. Rivard to have envelopes printed with the chapter's logo and return address. Mr. Rivard will look into having 250 printed with his return address and 250 with Mr. Masengarb's return address.

c. Illinois State Sales Tax Exemption. Mr. Radkiewicz said that he had discussed the status on NDIA National's progress with Ms. Molly Flanagan. They are still working on it. No completion date was provided by Ms. Flanagan.

d. Quad City Chamber Membership. Board members discussed the pros and cons of joining the Quad City Chamber. Upon conclusion of the discussion, Mr. Masengarb moved that the chapter join the chamber. Motion was seconded by Mr. Wilson and passed. Mr. Radkiewicz will prepare and submit the membership application.

e. Other New Business. Mr. Rivard reported that he had updated the chapter's CCR, he would take the lead for preparation of the Model Chapter application due in September, will establish the chapter audit committee at the September board meeting, submitted chapter input to National NDIA's Top Issues, and the need to add himself and Mr. Radkiewicz as additional signers for checks.

13. Mr. Wilson made a motion to adjourn the meeting. Seconding the motion was Mr. Radkiewicz. Motion passed and the meeting adjourned at 6:45 PM.

14. Next board meeting will be held September 11, 2012 at Bennigan's Grill and Tavern in the Home Ridge Inn & Suites at 5:00 PM.

John Masengarb
Secretary / Treasurer