

NDIA Iowa-Illinois Chapter

Chapter Established in 1936

Tuesday, November 12th, 2024

NDIA Meeting Minutes

Meeting called to order at 5:00 CST on Tuesday, November 12^h, 2024 by Natalie Linville-Mass

Attendees

Board Position	Name	Present
President	Natalie Linville-Mass	x
Executive Vice President	Brittney Benson	
Treasurer	Todd Prouty	x
Secretary	Ernie Cychosz	x
Programs	Dhiraj Raghwani	x
Symposium	Logan Brincks	
Scholarships	Ryan L Bunge	
Awards	Brittney Benson	
Membership	Flint Znamenacek	
Nominations	George Rivard	x
Donations	Mike Lux	
National Policy Group	Brittany Benson	
STEM Chair	Mike Lux	
Director	Timothy Bower	
Director	Joy Fleming	
Director	Celia M. Hadden	

- 1. Welcome!!**
- 2. Prior Meeting Minutes (Ernie):**
 - a. September Board Minutes approved.
- 3. Treasurer's Report (Todd):**
 - a. Treasurer's Report approved.
 - b. Invoices and Checks all up to date.
 - c. Todd to reach out regarding POC for transition to National.
 - d. Quarterly Reports: 3rd quarter report completed.
 - e. NDIA Rebate Program: Received a 20% rebate on dues from 3 corporate members (\$306 check)

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4. Symposium (Logan): Logan not in meeting.

- a. Next Year's Date: Tuesday, May 20th & May 21st at Vibrant Arena see <https://ndia-ia-il.org/symposium/> for details.
- b. Committee Meetings to be twice a month.
- c. To get program sponsorship pricing from Dhiraj.

5. Program Committee (Dhiraj):

- a. Proposal for Programming for 2024-2025
 - Purchasing webinar Software - we need to relook at the return or pay back the boards had asked us a few meetings ago. Based on low participation in our webinar and programming event, it is not economical for us to spend \$1000+ on a webinar license. Would like to explore if we can have our web team put a Zoom or Teams link on our home page and we have folks join from there.
 - Would ask Logan to share his perspective on the event. We had less than 10 people turn out, 50% of signups were no shows, and less than 25% NDIA board participation. The rules for defense facilities are getting tighter, and having such an event takes enormous logistics for the host (Logan to share the burden on his team and company coordinating the visit). Also given defense employers requirements for time charging, folks may be reluctant to take personal time and travel to such events.
 - Events need to be planned way in advance to allow for more press and planning.
 - Would like to see more events planned: possibly 2 webinars and a lunch and learn planned in the QC or Cedar Rapids area in the next year.
 - Lunch and Learn in January or February with a USS Iowa Submarine topic? Connect the captain of the ship virtually for a Q&A? QC or Cedar Rapids? To be decided by mid-December.
 - Crystal Group President has committed to opening up the factory to be the next tour. To be scheduled.
 - Webinars: Kelly (committee member) could give a talk; Brittney may have ideas on topics related to defense contractors/corp of engineers.
 - Iowa and its contributions to the defense industry – could have a panel of business leaders in the defense industry (Ryan has contacts for this).
- b. Need Committee Members.
- c. Celebrating Long-term Board Members – to reach out to National for award ideas.

6. Scholarship Committee (Ryan): Ryan not in meeting.

- a. Scholarship Application is ready to go up on the website.
- b. Winners will be awarded their scholarship at our Symposium event the evening of Tuesday, May 20th. Symposium committees will confirm location

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shortly.

- c. To confirm who is on the committee to evaluate the incoming scholarships.

7. STEM/Donations Committee (Mike): Mike not in meeting.

- a. STEM Donations
- b. Have we received any requests? What donations could we pursue? NDIA National gave examples in Model Chapter Application of the following organizations like STEM, local ROTC military programs, Wounded Warriors, USO, Fisher House, etc.
 - Donation portal proposed for those seeking fund for STEM projects/programs/activities – portal could request an essay detailing current or prospective community activities and an application

8. AWARDS Program Committee (Brittney): Brittney not in meeting.

- a. Model Chapter/Chapter of excellence (<https://www.ndia.org/chapters/about-ndia-chapters/model-chapter-chapter-of-excellence>)
- b. Model Chapter awarded.
- c. Recognized Al Kruse, John Masengarb, Kim White and Jan Masamoto on both Social Media pages and on eblasts in the last year.

9. POLICY Committee/Liaison for NDIA Division (Brittney): Brittney not in meeting.

10. Promotion (Natalie):

- a. Website:
 - i. We updated many areas of the website and continue to make content changes where needed.
 - ii. Next will be work on Banners – thank you BAE and Collins for Use of their pictures. Please let us know if there are pictures we can add to our Chapter website with products and services provided in our area. We will add “Donated by Company” on each donated image.
- b. Letter from Helen on NDIA Board:

As some of you may know, 12 NDIA & WID Chapters previously had microsites hosted through NDIA Connect. When NDIA Connect was retired in May, we hired a website company, 8THIRTYFOUR, to transfer their content and stand up 12 new websites on WordPress.

As part of NDIA Next, we are offering to provide this expanded website support to all Chapters. We will pay for the creation of your Chapter’s website (\$2,500) as well as its annual hosting fee (\$500).

Note: Every chapter is free to stay with their existing website. But if you choose to participate, 8THIRTYFOUR will oversee migrating all content from your current website to your new site. Once up and running, each Chapter will be responsible for making updates to their own website. We have training materials and how-to videos on hand. Chapters can rely on volunteer leaders to make updates to the website or can pay 8THIRTYFOUR directly

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for assistance (they have hourly and monthly rates).

The feedback we have received is that 8THIRTYFOUR has done an excellent job at building websites that are sleek, mobile friendly, SEO-optimized and accessibility friendly. In addition, the websites align with NDIA's branding standards and integrate seamlessly with Eventbrite. Please feel free to check out a few examples below or to reach out to these other chapters to hear about their experience.

ndiagreatlakes.org

ndiadelaware.org

widpalmetto.org

widcapital.org

Through offering this tech support, we hope to help each chapter strengthen their outreach, and we hope this will benefit you as leaders by freeing up more resources and time to dedicate to other Chapter initiatives. Please let us know if you're interested ASAP so we know how much to budget for 2025 and can get started on working out a timeline.

- All in agreement on keeping the website local for now.
 - c. Facebook/LinkedIn: We run a minimum of two posts per month on each platform, add events when there is a scheduled event coming up and we are slowly inviting all members of our chapters to like both pages.
 - d. Eblast: 4th Quarter will go out within a week of this meeting.

11. Membership (Flint): Flint not in meeting.

- a. 653 members and adding 5-6 new members each time an updated list is received.
- b. New Member Letter to 2024 Members? Responses from Letters?

12. Nominating Committee (George):

- a. We do need Board Members. We have lost 6 Board Members in the last year. Will need help for a committee to help nominate members.
- b. Please note at least one month prior to elections, Helen and Callie need to be notified of upcoming elections. We will also need to notify Helen and Callie as soon as new board members are voted into the group.

13. NEW/OTHER BUSINESS/INFO:

- a. WID in our Region: Jessica Horaney with Collins out of Cedar Rapids is heading up the effort. I have not received any new information on this front.
- b. Next meeting: Zoom meeting scheduled for Tuesday, January 14th at 5pm (Meetings are held the 2nd Tuesday of each odd month)

Meeting concluded at 6:05 CST.