



**Northern Ohio Chapter of InfraGard  
Executive Council Meeting Minutes  
5/14/04**

**Attendees:** Bradley Rex, Mickey Bauer, Glenn Brzuziewski, Randy Kimbro, Diane Maier, and David Strothcamp.

**Meeting Started 10:09 at The Cleveland FBI Headquarters**

**Review Meeting Minutes:**

April meeting minutes were approved.

**Treasurers Report**

Current balance of our account is \$13,482.48. Dean has filed Form 8734 for tax exempt status and has confirmation that the IRS has received the form and is reviewing the information. Final ruling should be received in July.

**Old Business/Action Items:**

**Action Item:** Diane will create a draft of the speaker outline/standard. **(OPEN)**

**Action Item:** Keith was to provide a list of names to Brad that he was asked to contact, however, Brad never received the list. Brad will mention this at the June meeting. **(OPEN)**

**Action Item:** Dean will file proper forms to IRS. **(OPEN)**

**Action Item:** Dean will create an annual treasurer report to submit to the Board at the next council board meeting. **(OPEN)**

**Action Item:** Dave will create order form for logo shirts. **(OPEN)**

**Treasury Issues**

Gary is investigating outstanding monies not yet received from the Security Summit held in October at Tri-C. Toni Paoletta will check with the Tri-C Accounts Payable department and get in touch with Gary.

**Action Item:** Gary will contact Toni regarding outstanding monies owed.

**Post Office Box**

Due to outstanding checks not received, Dean will be leaving the post office box where it is until June or July. At that time, a new box will be opened and the Northern Ohio Chapter address will change. Details to come.

**Logo Items**

Logo items are on hold due to the by-law changes that are to be voted on.

**June Meeting**

The Ohio Patrolman's Training facility in Richfield Ohio has been reserved for the June meeting. The afternoon meeting will be from 1:00 to 4:00pm. Dave will see to the refreshments. Brad will speak on FBI forensics, and application forms; Tom Sample will be given 15 minutes to speak during chapter business.

**Action Item:** Dave will supply refreshments for the meeting.

### **New Membership Application Forms**

There have been twenty-five (25) new application forms received. There is an approximate 4-week wait time from the time an application is received until a member receives his or her packet. Dave will pickup the new membership cards when he attends the National Congress meeting in June. Brad will distribute the spreadsheet of current/pending members to the board. The spreadsheet should be updated to include members email address versus the InfraGard email address supplied by National.

Software provided in packet gives access to the secure website and the InfraGard email. Dave will bring this up at the National Congress meeting.

### **National Regional Meeting**

Dave Strothcamp will represent the Northern Ohio Chapter and attend the National Congress meeting in June.

### **Miscellaneous Items**

Brad has an initiative to obtain new members; first and foremost from the top twenty (20) local Cleveland companies. He also needs to encourage members to contact the FBI and make a report whenever they have a breach, intrusion, etc.

### **Next Meeting**

The next Board meeting will be held on July 9 at the Federal Reserve Building.

Meeting adjourned at 11:40 am.