



## **Minutes of the Board of Directors Meeting**

**Thursday, September 21, 2006**

The Board of Directors of the Security Analysis and Risk Management Association (SARMA) met at 4121 Wilson Blvd., Suite 800, Arlington, VA and by teleconference on September 21, 2006. Present were Ed Jopeck (President), Ken Knox (Secretary), Arion “Pat” Pattakos, and Robin Dillon-Merrill, being all directors and a quorum. Also present was Dan See (Chairman, Membership).

The President opened the meeting at 4:00 pm EDT.

### Reports of Officers and Committees

- President’s Report
  - Web site: The credit card page was made operational, and Phase I is now complete. Proposed Phase II improvements include an improved search engine, a “members only” area, a newsletter, and possibly a store with SARMA logo items. The Board will also evaluate daily headlines and web links offered by the OPSEC Society as a possible feature of SARMA membership.
  - Corporate Sponsorship: No report.
  - Membership: The Board agreed to the concept of membership in exchange for needed services to the Association. An Association member, Mr. DeLoughry, has volunteered to make the “welcome” contact with new members.
  - Newsletter: Mr. Pattakos will work with Vice-President Bendixen to develop the newsletter.
  - Finances: President Jopeck summarized the Association’s approximate financial status. We have not yet filed for Tax Exempt Status. Ms. Dillon-Merrill will assist Treasurer French with this task.
- Vice President’s Report: No report
- Treasurer’s Report: No report
- Secretary’s Report: A draft marketing brochure is complete and under review.
- Open Discussion

- Projects: Mr. Pattakos has developed a draft Dictionary of Terminology and sent to the President for review. Discussion continued on what process would serve us best – consensus standard, collection of definitions, BLOG. President Jopeak identified the dictionary as a priority project for the Association.
- Annual Meeting: Ms. Dillon-Merrill has a Georgetown University grant to support a risk analysis conference, and suggested we might be able to merge a workshop with the SARMA annual meeting. The Board needs to establish a working group to look into this opportunity.
- Membership Database: Mr. See is working on a membership database in Microsoft Access. He solicited a final review of the database fields and reports from the Board.

New Business – none

There being no further business, the meeting was thereupon adjourned at 5:15 pm EDT.

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Secretary

APPROVED:

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President