

Security Analysis and Risk Management Association

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Minutes of the Board of Directors Meeting

Wednesday, September 19, 2007

The Board of Directors of the Security Analysis and Risk Management Association (SARMA) met at the offices of SRA International, 4300 Fair Lakes Court, Fairfax, VA and by teleconference on September 19, 2007. Present were Ed Jopeak (President), Kerry Thomas (Executive Vice President), Bill Russell (Vice President for Operations), Ken Knox (Secretary), and Irv Pikus, being all directors and a quorum. Also present was Craig Chellis (Newsletter).

The President opened the meeting at 4:45 pm EDT.

The President welcomed two first-time attendees, Mr. Tae Kim of the Masy Group, and Mr. John Boatman (independent consultant).

The agenda was approved as amended.

The minutes of the Board of Directors Meeting held on August 8, 2007, were approved as amended.

Reports of Officers and Committees

- President's Report
 - Mr. Jopeak expressed thanks to our Corporate Sponsors. SRA International, PriceWaterhouseCoopers, and QinetiQ are all \$5000-level sponsors. SAIC is committed to be a sponsor. Mr. Jopeak solicited help to create a sponsor web page and to select sponsor gifts.
 - We have received three expressions of interest in the Admin Support position through the newsletter ad. We will bring someone in as an independent consultant. It was suggested we also consider an intern, which may be free in exchange for the experience.
 - Mr. Jopeak announced he will speak in Denver for the April 2008 National OPSEC Conference on behalf of SARMA. We should plan on having a booth. We continue to pursue how SARMA can work together with the OPSEC Association.
 - Symantec Corporation has requested a SARMA briefing for their consulting group.
 - SARMA officers need to finalize their position descriptions.

- Executive Vice President's Report
 - Mr. Thomas is preparing an article describing the SARMA vision along with Messrs. Jopeck and Harter for publication through George Mason University.
 - Mr. Thomas and Ms Renfroe on working on filling key vacancies. He solicited recommendations.
- Vice President for Operations Report
 - Mr. Russell will work to develop marketing materials.
 - Mr. Chellis discussed the newsletter. He thought bimonthly was possible. The next issue is due out Monday, 22 October. He needs articles by October 12th.
- Treasurer's Report (provided by Mr. Jopeck)
 - Mr. Jopeck has been fully paid for getting-started expenses. SARMA is in the black.
 - We are working on the 2008 budget. It will include some discretionary, strategic spending, and inputs are solicited.
- Secretary's Report
 - Dr. Knox made a motion to establish an Executive Committee, passed unanimously. The motion states:

"In accordance with Article V, Section 6 of the Association Bylaws, a motion is made to establish an Executive Committee to handle routine Association business on behalf of the Board of Directors, to include committing Association funds for routine business expenses. The Executive Committee shall be comprised of the President, the Executive Vice President, and the Treasurer of the Association. Actions of the Executive Committee must be unanimous, and shall be reported in the President's Report at meetings of the Board of Directors."
- Membership and Outreach Committee Report
 - Several SARMA leaders met with the OPSEC Society president and representatives to discuss possible joint activities.
- Projects Reports
 - Common Lexicon – discussion on consensus versus nonconsensus standards. Consensus with only 100 members is insufficient, so the recommendation is to reach out to non-members.
 - Encyclopedia of Security Analysis – there have been a few recent additions to the Wiki, but need to “target” subject matter experts to help provide content. Currently working on proposed schedule.
 - GARAP Development – have developed a vision and mission statement, and a budget. Working on strategy to reach out and get new members for project team, with kickoff in October.
- Web Site – the next generation will be started shortly.

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- Methodology Review Committee – Mr. Pikus stated this effort is currently on hold.

New Business – none

There being no further business, the meeting was thereupon adjourned at 5:35 pm EDT.

Secretary

APPROVED:

President