



MEETING MINUTES

Pennsylvania Highlands Chartering Chapter Officer's Meeting

Location: Virtual

Meeting Date: May 26, 2021

Meeting Date: May 27, 2021

Start/End Times 8-9 PM EST

Start/End Times 7-8 PM EST

Officers Present over two virtual meetings

- Matthew Becker (5/26, 5/27)
- Cathy Torok (5/26)
- Erika Hough (5/26)
- Ryan McCracken (5/27)
- Walt Hutsky (5/27)

Items for Discussion

- Officer positions and vacancies
 - Ryan and Erika wish to step down from President and Vice President, while Cathy and Matt expressed some desire to step down if others wish to take on officer roles, and all still wish to be involved in the chapter
 - Ryan is willing to take on other positions such as Sponsor Chair and would consider Sponsor Chair and Membership Chair if we need to combine them
 - Walt will continue as Treasurer
- Upcoming event planning
 - A virtual officer meeting with all present should be planned within a month
 - The next member event should be a live networking event to re-ignite interest and start evangelizing our chapter again
- Ideas for events and engagement
 - Create a chapter LinkedIn group
 - Look for a college student to work on our digital presence and communications
 - Start engaging colleges via the career services offices to schedule chapter engagement events
- Funding
 - Membership dues have not been maintained or followed up during the pandemic
 - Incoming funds have dwindled during the pandemic
- Treasurer report
 - Current account balance is about \$500
 - Expenses are all being paid
 - Account is balanced monthly
 - Considering sharing documentation with officers in Google Drive as a backup
- The chapter officers are unanimously grateful to Walt for his service as Treasurer

Action Items

- Cathy will check with Johnstown B-sides contacts about future involvement with our chapter
- Walt will check with his new company about potential sponsorship and a networking event
- Matt will schedule a virtual officer meeting with all officers
- Matt will fill out the required (ISC)2 survey for our chapter
- Matt will investigate venues for a live virtual event