

MN-IACLEA Meeting Minutes**October 14, 2004****Attendance:**

Ray Thrower	GAC	Terry Gorman	Macalester
John Pack	Augsburg	Mike Mulso	CU
Mike Barrett	St. Thomas	Mark Holper	Century
Suzanne Dugan	Mankato	Fred Behr	St. Olaf
Beth Louden	WMCL	Joel Jensen	Mankato
Sara Mulso	CU	Jennifer Furan	NHCC
Bill Weiss, Sr.	CSB	Shawn Vierzba	SJU
Erle Steigauf	BSU	Casey McCarthy	BSU
Karen Pogatschnik	SJU	Lynette Raymond	SJU
Adam Kline	SCSU	Curt Schmidt	MCTC
Tom Lipinski	CSB	Mike Alexander	CSB

900 Meeting called to order

Minutes

Minutes from the June 4th meeting were read and approved

Treasurer's Report

Current balance of \$2400.23 There are two checks totaling \$300 that need to be deposited.
Report was approved.

Annual bills will be distributed by the end of October.

Fall conference bills will also be sent out. The cost of the fall conference is \$52.00

There are still some schools who need to pay for the June conference. Jim Schumann will be contacting these schools.

Old Business

1. A copy of the membership directory was passed around to allow for corrections to be made.

New Business

1. Mille Lacs Meeting Location

There has been some dissatisfaction with the service which we receive at Mille Lacs and attendance typically seems lower when we hold a conference here.

Due to this, it is proposed that we move both the October and June meetings to Hinckley. There was some discussion on moving it to other locations throughout the state. This would be an option if we could find comparable room rates and conference location costs.

A motion was made and approved to use Hinckley exclusively as our June and October (or 2 day conference) location.

2. Affiliate Memberships

In light of us approaching vendors regarding the regional conference, there has been some interest expressed by them to seek membership

We discussed if this is something we want to have and concerns surrounding this membership.

It was mentioned that IACLEA utilizes the term "supporting member" as opposed to affiliate member. This may be something we wish to consider.

The bylaws were reviewed and the June 2001 version reads:

Affiliate Membership Any person or organization not directly employed by an educational institution but having interest in Security/Safety functions shall be eligible for affiliate memberships. Affiliate members may be included by invitation to attend meetings each year. In addition, the affiliate member may receive a Chapter membership listing. Affiliate members have no voting rights, cannot hold elected positions or serve on a standing committee in the Chapter. The dues shall be \$200 annually.

We could utilize the revenue from affiliate members to offset speaker costs however some members of the group felt that they would prefer to pay an additional amount for the conference as opposed to having affiliate members.

The question of what affiliate members may be looking for as opposed to what they already may have access to (such as presenting at meetings and access to membership information through the website).

A motion was made to have the membership committee along with an ad hoc committee is to look at the following:

- How affiliate members would apply
- How to make it consistent with IACLEA
- Clearly defining the wording in the bylaws
- Explore the pros and cons of affiliate memberships
- Success rates with other groups that have such a membership

The ad hoc committee appointed by President Ray Thrower is comprised of the following:

- Fred Behr
- Mike Mulso
- Mike Barrett
- Sara Mulso

Membership committee members include:

- Terry Gorman –chair
- Randy Reisberg
- Mike Cappelli
- Sara Mulso

3. IACLEA Board of Directors Meeting

Ray Thrower will be attending this meeting at the end of October and was interested if there were any concerns which he should address

He felt that the following two topics would be addressed and he would report back:

- Corporate sponsorship of IACLEA
- Dues restructuring

4. Organization note cards and nametags

Due to the fact that we try to send thank-you notes to speakers and periodically have the need for MN-IACLEA stationary

AND

Due to the fact that our membership is growing and in order to maintain a professional image while recognizing members attending,
It was proposed that Deb Swanberg from Gustavus work to design some nametags and note cards and research costs associated with these items. The motion was made and approved.

Standing Committee Reports

Membership Terry Gorman
Nothing to report at this time

Legislative Mike Barrett

A group comprised of members from some of the private colleges would be looking at summarizing some of the rationale for us receiving access to the DMV database. This group is comprised of Ray Thrower, John Pack, Mike Barrett, Mike Mulso. They will be meeting with the private college lobbyist to review and discuss strategies for next steps. Slated meeting date is December 2nd, 2004 at Macalester.

Development John Pack

1 speaker is still needed for the January Meeting; one speaker has been secured and a vendor to sponsor lunch has also been arranged.

945 A motion was made and approved to adjourn from the business meeting to discuss the regional conference.

Regional Conference Planning

Ray Thrower updated the group as to the notification of the MidAmerica Region
Deb Swanberg has developed the initial card to be mailed out. It was passed around and reviewed.

There was some discussion regarding the listing of the room rate. A decision was made to mention the \$39 room rate and then to specifically explain all room rates in the registration booklet as they will change.

There will be a second card going out in early January

The registration booklet should be in the mail at the end of January or the beginning of February.

We will be offering an early registration prize drawing of a \$200 gift card

Speakers

They are still working on speakers especially for Tuesday when we have a director and an officer track scheduled.

A tentative outline has been developed

Group members are encouraged to contact John Pack if they have speaker names who would be able to present

A keynote speaker has been scheduled. It will be Ray Simco who is currently with the Department of Commerce. He had formerly been with the CIA/FBI.

Vendors

The form and the list of who should be contacting which vendor was sent out. People are encouraged to be in touch with the vendors! We are to make the initial contact and then

e-mail the vendor the form. By cc Curt Schmidt, he will be aware that he can follow-up with the vendor.

Advertising will be coordinated through Deb Swanberg as she needs to have the correct camera ready artwork.

We can have 30+ vendors.

If individuals were not on the e-mailed list and they would like to contact a vendor who they use on a regular basis, they are encouraged to do so and involve Curt Schmidt in the process so he is aware that another vendor has been added to the list.

Doorprizes

MN-IACLEA members are encouraged to begin making contacts for doorprizes within their campus community and to begin collecting items in January

Goal is to have 125 prizes

We are very interested in gift card –donated is ideal but we will purchase some if necessary

For a t-shirt/sweatshirt swap, it was suggested to encourage people to get those items and not polo shirts

Hospitality

We will be providing individuals with rental car information as opposed to providing transportation. We will look into the option of a shuttle bus from Mall of America Mark Hopler may have a contact for a behind the scenes tour of the casino security system

Dan Meuwissen may be able to contact Pepsi and see if they will donate some beverages

We want to contact the hotel and see if we can get furniture removed from the two side rooms so that we have more space for the hospitality room.

It is also important that we arrange for some type of high-speed internet connection for conference attendees to gain access to their e-mail

Jim Schumann has made the initial contacts for shirts and portfolios. We will be providing all conference attendees with a portfolio. MN-IACLEA will get long sleeve shirts for the conference and we will have polo shirts for sale

PR

The registration table will be staffed from 6p-8p on Saturday and 10a-1p on Sunday.

Miles Heckendorn is checking into a "welcome" banner for the registration area

There was some discussion regarding providing name tags for all attendees with their school logo. Mike Mulso was going to check and see if a vendor could help us create "ID" card name tags for all attendees

At this time, the subcommittees broke into groups to follow-up on task delegation.