



**InfraGard Boston Members Alliance**

Board of Directors

**MEETING AGENDA**

October 5, 2023

Virtual Meeting via Microsoft Teams

- Open Meeting
- Approval of Sept 7, 2023 meeting minutes
- Treasurer's report
- InfraGard National Congress wrap-up
  - Foundation
  - Relationship between chapters and FBI
  - NE Presidents group
- Member recertification wrap-up
- Including personal info in published meeting minutes
- Committee Reports
  - Governance
    - Committee topics
  - Internal
    - Committee topics
    - MEMA Open House event volunteers
  - External Committee
    - Report on event schedules
    - Committee topics
- Topics not reasonably anticipated by the President 48 hours in advance of the meeting, if any
- Next meeting date
- Adjourn meeting



**InfraGard Boston Members Alliance**

Board of Directors

**MEETING MINUTES**

October 5, 2023

Virtual Meeting via Microsoft Teams

***Attendance***

**Voting Members Present:**

1. REDACTED, President (RO)
2. REDACTED, Vice-president (DB)
3. REDACTED, Treasurer (RB)
4. REDACTED (JR)
5. REDACTED (FO)
6. REDACTED (BA)
7. REDACTED (TH)

**Voting Members Absent:**

1. REDACTED, Secretary (SB)
2. REDACTED (TZ)

**Non-voting Members Present:**

1. REDACTED (MD)
2. REDACTED (JH)
3. REDACTED (DR)
4. REDACTED (GC)
5. REDACTED (DM)
6. REDACTED (MF)

**Non-voting Board Members Absent:**

1. REDACTED (WO)

***Meeting Minutes***

- **Open Meeting** - President RO opened the meeting at 0734 hrs.
- **Approval of Sept 7, 2023, meeting minutes** – Motion to accept the minutes as presented made by RB; seconded by DB. Vote taken; unanimously approved.
- **Treasurer's report:** was electronically sent prior to the board meeting by the treasurer, RB. Motion to accept presented by JR, seconded by FO. Vote taken; unanimously approved.
  - Current bank balance - \$15,705.71 balance. Paypal: \$0.00
  - Some of the payout for Range Day to other chapters in flight; the balance reflect the “checks in the mail”.
- **InfraGard National Congress wrap-up:** was presented by RO.
  - A lot of discussion about the Foundation.

- DoJ mandate prevents InfraGard from accepting payments.
  - FBI working on improved collaboration between the chapters and the bureau.
  - Chapters may have more communications responsibility.
- NorthEast Presidents' meeting was in-person.
- Considering Discord or Slack for the Chapter.
  - Meant for peer-to-peer discussions.
  - Possibly adding to the External committee.
  - MF shared we already have a Slack account; may want to resurrect.
- **Member recertification:**
  - Security checks via ID.ME verification needed to complete by Sept 30:
    - We do not know how many Boston chapter members completed recertification. RO estimating ~800.
  - Backlog of new applicants are beginning to being processed.
    - For these members, ID.me verification happens first before detailed background check.
- **Including personal info in published meeting minutes**
  - Discloses unnecessary information about individuals, may disclose our individual connections to threat actors.
  - Goes beyond meeting minutes.
  - DB inquired if we *must* post meeting minutes, and if so how long. RO confirmed that there are no requirements from INMA or State of MA to post meeting minutes. After discussion, RO suggested we only keep past 3 months of minutes.
  - RO put forward motion to:
    - Only include first initial, last name on public content.
    - Only include initials in meeting minutes.
    - Limit meeting minutes to 3 months on the website.
  - TH seconded. Vote taken, carried with RO, TH, DB, BA, JR's votes.
- **Committee Reports:**
  - Governance (presented by RO since SB was absent)
    - Elections preparations coming up; SB taking lead.
    - Thad and SK have 2-year terms.
    - Two positions coming up for election.
  - Internal (presented by RB)
    - MEMA open house event on Sat November 4 from 10am to 3pm. Need three volunteers. RO, WO, and BA volunteered.
    - Golf tournament by RI InfraGard on Oct 16. Also has dinner-only option.
    - Given we have sufficient budget consistently, RO suggested offering coffee and donuts for any morning in-person talks without requiring board approval.
    - TH suggested putting a cap. RB suggested putting a \$400/quarter limit.
    - RB and DB proposed charging nominally any non-members. MD suggested it should be charged during sign-up; RO suggested starting with the honor system to keep overhead low.
    - RO to reach out to LA InfraGard to learn get feedback before putting forward a motion.
  - External (presented by DB)
    - Holiday Party:
      - December 13, Wednesday booked at the venue by BA.
      - Need to decide on menu. BA to provide contacts to DB so that she can finalize menu.

- Estimating ~40 attendees. RO suggested inviting other regional board members (RI, NH, ME, CT). MD confirmed it is a good idea.
- Cost estimate: \$1500 min beverage + food; \$150/hr room fee; plus tax and tips. Total approximately \$2,000.
- After discussion team decided to not provide “open bar”, the way we did last year, to avoid liability issues.
- DB asked if we should solicit a new sponsor for the event. RO and BA agreed. DB to reach out to prior sponsors.
- DB asked if existing sponsors should be invited. RO and BA agreed.
- During discussion, team agreed this would be a members-only event.
- Event Calendar shared electronically prior to the meeting.
- CISA webinar (coordinated by DM):
  - Discuss services provided by CISA to SMB, critical infra, and local governments.
  - Also cover ransomware notifications.
  - This is a re-do of a prior event that had to be cancelled due to technical issues.
  - DB made suggestions about ensuring further success by having the panelists joining early.
- FO shared some of the ongoing discussions with heads of security at a sports facility and a casino.
- JR shared about in-person event at Thermo Fisher in Waltham with Tim Williams, Vice Chair of Pinkerton, covering crisis management and generative AI. ~60 sign-ups so far.
- DR shared about Cyber Security Summit
  - November 14 in Boston.
  - DB Confirmed that in prior meeting a raffle cooler as well as cost for a scanner were approved.
  - RO, DB, TH volunteered to help. MD would NOT be able to attend.
- MD and DM briefly shared that an event at Fed Reserve is being planned; details to be provided once available.
- MD talked about Gary Coffey’s presentation on Corporate Kidnapping on November 20 at Everbridge in Burlington.
  - Coffee and breakfast provided by Everbridge.
  - Will also provide a tour of their facility.
- DR and JH looking for picture and bio for the website. DB asked for board members to provide bio by October 15.
- JR asked if we should entertain an event in December. Given holidays and other year-end happenings, RO and DB suggested we schedule in January.
- **Topics not reasonably anticipated by the President 48 hours in advance of the meeting, if any:**
  - None.
- **Next meeting date:** November 2, 2023
- **Adjourn meeting:** 8:28am