

Institutional Locksmiths' Association

Executive Board Meeting January 11, 2014

Attendees:

Bob Akins Y
Larry Bowman Y
James Butman Y
John (Chip) Cutts Y
Mike Jones Y
Kurt Kloeckner Y
Don O'Shall Y
Kevin Piper Y
Lee Rink Y
TJohn Soderland Y
Jim Swift Y

Agenda

Opening of Meeting

- Meeting was called to order by Kevin at 9:02 am
- Pledge of Allegiance Led by Kevin
- Distribution of Agenda by Don O
- Distribute the topics for discussion.

Introduction/roll call of Officers and Directors

Introduction of guests Bob Akin, Jim Butman, Mike Jones,

Meeting rules

Celphones ok; bathroom ok; Don taking minutes for John Rendle; Also has his written proxy if needed.

Minutes from Previous Meeting

Don distributed. All read. Don made a motion to accept without reading. Seconded by Jim Swift. Passed unanimously. If anyone needs another copy they can request it be sent. No one did.

President's report

Correspondence:

- Clyde Roberson requesting certificate for his time as Acting Rep Director. Don will provide.
- Pete Dinschel applied for Life Membership. Proposed by Kevin, with Kurt reading aloud the section of the new bylaws

relating to it. Don seconded it. It was approved unanimously. Don to notify and design a Life Membership card.

- Kevin has communication from Truempy from our legal team at Coates-Bennet; Trademark CIL rejected - is a degree, not a trademark. Unlike degrees, we are sole source of this designation. Cost to draft supporting document \$2000. Decide by June 13- needs six weeks prior to that for preparation. Don made a motion that we suspend our current trademark pursuit and cancel all further litigations and return a copy of all current documentation to the VP. The precedent set by our previous defense should be sufficient. Seconded by Kurt. Approved unanimously. Don will draft the rough draft, Kevin will fine tune and send; Kurt will notify them of change in management and NOT to send anything else to former President.

Treasurer's Report

Gave Oral Report

Chapter Reports

- **Beer City Chapter:** money in account, bills paid and money left over. 3rd Dec had social w buffet; November had Donjo previously for informative seminar on problem solving solutions; October meeting in madison had Gappa Security – Marshall Best line; Sept strategic planning meeting; July compX; Rosselar; June GMS;
- **Delaware Valley Chapter:** conference call with President; \$400 in treasury- enough to pay caterer and rental of hall for Jan but till he receives dues collected may have to cancel meetings. Dan McGlynn left chapter for personal reasons not related to the ILA, and John Truempy is President. Vern Kelley was appointed (no Board vote) VP/Treasurer. Both had planned on leaving, but in the gap are filling in. The chapter has plenty of presenters, but no one seems interested in stepping up to fill positions.
- **Great Lakes Chapter:** Everything ok- had holiday party; membership growing;

- **Lehigh Valley SubChapter:** doing well; willing to help with DVC
- **MINK Chapter:** January at children's mercy- tool show and tell; February lockout/tagout from master lock; March Aperio Technologies on electronic wireless control devices; April IR/Allegion on conversion of VD99 EL to QEL; extracting broken keys: May IR major manufacturing jigs and templates; Kenton Bros on camera security; Master Keying by Roger Yost; July KABA ePlex 2000; In August Schlage primus; cylinder removal without keys; October master keying – keying terminology; Master Keying at Kenwood; January 2014 planning meeting for this year; Meetings/election in February. \$900 balance.
- **Olde North State Chapter:** Chip noted that classes by IR support teardowns/ of hardware but classes by Assa typically do not; November elections; Chip is President; Steve Engen is treasurer; Phil Lanier VP; Focus is on membership committee focused on Institutional licensing. There are misdemeanor (1st offense) and felony charges (repeated offense) nor operating without a license.

Committee Reports

- **Membership:**

Kevin informed everyone about <https://www.idcreator.com/> for ID cards – further discussion at next meeting.

- **Nominations:**

- New appointees/electorates needed;

Kevin proposed Jim Butman as Director replacing McGlynn. Kurt objected to “extra” position. Don pointed out it is not an add, but a continuation of what we voted on in October when we reduced the Board. Jim pointed out that they had been prepared to have one less rep till Dan volunteered to extend his services. It was suggested we need to first decide whether to continue the position and then decide if Butman will be nominated/approved. Discussion ensued.

Kevin proposed new motion making Jim Butman the Officially approved and funded (expenses) rep for those times when no DVC President is in attendance or said President declines to nominate a representative to attend for a particular meeting . Don seconded. Passed unanimously.

- By-Laws appointment: Don OShall
- Acting webmaster appointment: Don OShall
- Webmaster in training appointment: Larry Bowman. (Larry will eventually take over all web duties but feels he needs some guidance for a while first, especially with the added functions of the web pages.)

• **Certification Development Committee:**

- IFD program
 - Kevin passed details to committee; will discuss in more depth at next meeting. Has enough material but wants further review.
 - Motion to sign agreement with IFDIA with \$400 and \$200 to member \$100 to chapter and \$100 to national. This will allow members to stay current, including those working with our own fire door program. Kevin made motion to sign agreement. Bob Akin seconded it. Approved- Soderland and OShall abstaining.
- CMK program discussed with four levels
 - CMKAssistant,
 - CMKConsultant,
 - CMKJourneyman,
 - CMKSpecialist

Approved unanimously for development. Don to develop. (Proposed by Don. Second by Lee Rink.) Once prototype is developed Board can vote whether to pursue it.
- CJL program – proceed with concept; Board must approve before moving forward to actual implementation. Don assigned, following CMK program initial completion. Approved for development only. Proposed by Don. Second by Kevin. Vote passed 6-5

• **ILCP Committee:**

- Annual Report
- Online Exams Report
- Cross-acceptance of CRL designation to CIL for a fee? Don proposed Bob Akins 2nd. Approved 6-5 (and Rendle supports it as well but his proxy vote was not necessary.)
- associate training program
 - Locksmithing Education to develop courses and webpage; ILA to promote and certify training. Fees split with Locksmithing Education (40% to ILA). It was ruled this is a separate contract

from Oshall's role on national Board and as long as he abstains from votes regarding it, there is no conflict of interest. This is not a work for hire but the 40% commission is permanent to ILA even if contract ends for other purposes, as long as online courses are offered. Courses must be approved by Board before being added to the web page.

Proposed by Kevin; Second by Bob Akin;
Passed with Kurt and Don abstaining

- **School Safety and Security Committee:**

Tabled till next meeting – John Rendle's report was online but we could not access it today due to regional internet outage.

- **Newsletter Committee:**

- Newsletter?
 - email to chapter presidents for printing and distribution for members and Kevin will email to wide list.
- ad fees tabled to next meeting

- **Web Committee:**

- ILA websites: National needs new website provider because of limitations and expenses associated with existing one. We can use institutionallocksmiths.org, which we own and put it on GreenGeeks for \$178 for 3 years with unlimited storage, unlimited bandwidth, unlimited subdomains, and unlimited emails and redirect ilanational.org to it. Chapters can have their own web pages as sub-domains to save money. All chapters who participate will split costs.
(LV.ilanational.org, DVC,ILAnational.org, GLC.ILAnational.org, Beercity.ILAnational.org, ONSC.ILAnational.org) Proposed by Don. Seconded by Chip Cutts. Approved unanimously.
- ILA Web Store: Need to decide on products to show: decided to offer chapter shopping pages and a bookstore. Some books will be provided by drop ship by Locksmithing education. Other providers will be sought. Caps, shirts, jackets etc., by national and chapters. Locksmithing Education will process all payments and forward payment to appropriate individuals. It will take only the PayPal fees from any sales other than their own books. Don will abstain from any votes related to it to avoid conflict of interest. Suggested by Don but proposed by Kevin and seconded by Larry Bowman. Approved with Don

abstaining from vote.

- **Conference:**

- 2013 Conference Report
 - “was a failure, plain and simple”
- 2014 Conference Planning
 - toured facility and approved unanimously.
 - October 8-11 At Hilton Kansas City
- 2015 North Carolina

Unfinished business

- **By-Laws and Policy Manual Draft Presentation**

- Distributed copies of the By-Laws and Policy manual.
(It is online in members section –username: concord ,
password: united1776.)
 - Asked all to review and collect recommendations
for the next meeting's discussion.
- Re-Vote on Chairman of the Board/Executive Committee
Kevin proposed a motion removing the position of Chairman of
the Board or Chairman of the Executive Committee from the
policy manual and to ask the Chapters to comply as well. In
October a motion will be made to specifically remove it, in the
By-Laws, so that it cannot exist in any chapter after that point if
approved, nor can the ruling against its' existence. The purpose of
removing it is that it actually usurps the powers and
responsibilities assigned to the Presidency and assigns them to the
COB in violation of the by-laws governing layout. Motion had
been made earlier and a vote taken, but the vote was taken in the
discussion phase and an actual vote was never called. That is the
reason for the re-vote today. Proposed by Kevin. Second by Kurt.
It passed unanimously.

New business

- Promotional mailing
- Sister Organizations? Mutual benefit of member pricing for classes.
 - Canadians
 - SLA
 - NCLA
 - NYAIL
 - GPLA
 - YANKEE
 - (possibly Barry-SOPL)

Approved unanimously. Don will follow up with organizations.

Upcoming Shows

- NCLA - February 22 - Concord, NC - **ONSC will cover**
- ALOA - July - New Orleans, LA – **not taking a booth**
- GPLA - October - Philadelphia, PA - **DVC and LV Sub will cover**
- Yankee - November - Sturbridge, MA - **not to exceed \$350.**
- Clark Show-March-Northbrook, IL - **GLC will cover**
- IDN Hoffman – August – Butler, WI - **Beer City will cover**
- SERLAC II **not to exceed \$350** Orlando, Fl - **Don**
- Intermountain- February-**not attending**
- Clark- Anaheim, Ca- **not attending**

Set time and date of next meeting: 9-5 Online? April 5, or 26. Currently there is insufficient funds to book or schedule it. We might need to make it an online meeting as some in the past were. Most of the Board have better computers now than we had then.

Adjourned at 5:20