

## **April 27, 2014 Executive Board Meeting**

### **Present:**

**James Butman**

**John (Chip) Cutts**

**Kurt Kloeckner**

**Don O'Shall**

**Kevin Piper**

**Lee Rink**

**Tom Ripp**

**Jim Swift**

**absent:Larry Bowman**

**No guests present**

**Introduction and explanation of how the meeting software works and how to participate, by Don OShall.**

### **Meeting rules**

use of interface by Don OShall and Kevin Piper

### **Call to order**

2:49 pm

### **Pledge of Allegiance**

(Flag on meeting desktop shown by John Rendle via webcam)

### **Introduction/roll call of Officers and Directors**

quorum established

### **Introduction of guests**

none

### **Reading of the minutes of the previous meeting**

Don OShall made motion to waive reading

Seconded by Jim Swift

unanimously approved

### **President's report**

- State of the organization:

*"Some feared AIL might severely impact our organization. It has not, and shows no signs of doing so, although it has caused some changes to become more necessary and obvious, which we will discuss today. We had some financial problems after our Conference last year, but the membership has responded strongly by paying its dues promptly, and we are courting new corporate sponsors. Kurt recently brought Schlage on board as one.*

*Don and I have been working with the committees to make improvements of benefit to the membership. We have links to all the new benefits on the national web page menu, and have already set up a more capable site for it, and gradually we will convert everything over to it. We*

*have newsletters read to go, once the Board decides how we wish to handle them. The online store is a reality, although currently we have not yet added the clothing lines. We have links on there to download free stud resources from the manufacturers, as well as links to buy books at a discount to benefit the members, many of which also benefit the Association. We have certification pins available for those who earned them through the ILCP and have plans in place to share revenues from them with the chapters. We have other store items for the Board to consider as well, such as logo flashlights and other books. We will be discussing all this today in more depth at the appropriate time for each item to be discussed.*

*One of the problems we face is the lack of commitment to the organization from the standpoint of accepting responsibility. Even though the actual demands on much of the Board positions at the Chapter level is fairly minimal, we are an organization of people who work for a living, and have family, social and work obligations beyond what little the Association asks of them. The find it just too easy to simply say "I will stand down. Someone else can do it." This is nothing new. Associations have always faced this, and I came across a similar problem in the meeting minutes from 1987 and 1994. We are a volunteer organization. The only way we can really succeed and benefit from what we achieve, is for us to take that volunteerism seriously. At last year's elections in the Delaware Valle Chapter, there was no one who wanted to run for office. Dan McGlynn had been president full term, but no one else would run. John Truempy wanted to step down as Vice President because he was now heading up ALOA's new competing organization, but no one else would run. It therefore came as very little of a surprise to us when Dan's wife had enough and gave him an ultimatum forcing him to resign from everything except membership. That forced John Truempy into the less than ideal position of running two competing organizations. He talked Vern Kelly into becoming acting VP much against Vern's desires. So when finances grew tight, and membership at meetings was dismal, John Truempy decided to close the chapter unless someone else volunteered to run it. No one did. Today we will discuss this and the Board will vote on making the successful Lehigh Valley a full chapter and making the DVC members a sub-chapter of that organization."*

*As difficult as things seem, we are in basically the same place ALOA was on their thirtieth anniversary. We need to keep our forward momentum.*

### **Treasurer's report**

Kurt Kloeckner, Treasurer:

Gave oral report

### **Committee reports**

#### **- Certification Development Committee**

#### **- Institutional Fire Door program - IFD**

Kevin states hopefully ready to go for testing at conference

#### **- Certified Master Key programs - CMKA, CMKC, CMKJ, CMKS**

Don states he was not able to devote time to this during the time since last meeting but it is a

priority for the next one

- CJL program

did nothing with it due to minimal interest shown at last meeting

**- Institutional Hardware Consultant - IHC**

Kevin states will work on that when IFD is done.

**Chapter Formation Committee**

Kevin states

Don states he was at SERLAC and there seems to be some desire for a Florida chapter.

Kurt states we may also have some support in the area from corporate members (sending Don a list) as well as people like Tom Negron and Claude Hollyfield.

Kevin has some people interested in an Indiana chapter also.

**ILCP Committee**

**- Cross-acceptance of AIL designations for a fee**

(We brought it up at the last meeting, but tabled it, asking for input from the chapter members) Kurt indicated he is not in favor of any cross acceptance recognition of other organizations in regard to our testing and certification.

Discussion of results from the membership indicate a strong desire to accept CIL level crossover for a \$25 fee for CRL or higher, but not to go

any higher than that on crossovers, and they MUST be an ILA member to qualify for the crossover. Lee Rink made a motion to the general

consensus effect, as stated above, and it was seconded by Tom Ripp. Vote was 6 in favor, with Kurt Abstaining. Motion passed.

**- online testing**

going good, about 2-3 per month

**-Study Guide**

- We have updated John's and can now order as few copies as needed, at a much lower cost.

Discussion of pricing was brought up and it was decided by the committee to raise the selling price to \$25 for a copy purchased and handed over at a chapter level, \$30 for a copy which needs mailed, and \$40 for a copy sold on the web page (due to costs associated with PayPal fees, etc). The chapters will pay \$16 per book.

Kevin suggests chapters get together an order, so the ILA can benefit from a larger print/ mailing run.

- The version 3 by Don (and which Laurie Simon was asked to help develop) is tentatively ready and awaits approval

Don showed everyone a copy - front and back.

Don is printing a copy for each chapter to review and we will vote at the next meeting whether to produce and market it.

Don suggests that if we do, we ALSO offer Truempy's version as long as we have permission to do so. They are different

enough that we may increase sales by some people buying both. Others may prefer one or the other.

**- Promotional mailing of certification pins postcard**

Don states we had a sponsor assist us in getting the pins made.

The mailing went out to half those qualified to wear the pins.

Sales have already covered the costs of mailing and printing the first batch of postcards.

The second will go out shortly.

Once costs are recouped, the chapter will get half the profits and the national the other half.

### **Newsletter Committee**

- Don and John Rendle spoke regarding the Newsletter. We have the actual content ready to go, but no funds to send it out.

In the meantime the latest has been posted to the members only section of the web page.

- Don made a motion that we make the TIL (The Institutional Locksmith) magazine our official publication because we cannot sell ads for the non-printed newsletters.

He stated a series of conditions including that the entire section of officers, honorary and life members and corporate sponsors would appear in each issue, and that we would get a space equal to 2/3 of a page for miscellaneous content, be it ads for our member benefits, articles, Board member biographies, presidential penning, etc., and that we ask the members to donate articles for it as we do now for Key Issues.

Discussion ensued, with Kurt strongly objecting to the idea of supporting any one manufacturer or publisher. He felt strongly enough about it that the discussion was tabled without a vote for the time being, at least to next meeting.

- It was suggested we remove all advertising, reduce the document size, and see if it can then be emailed to members using the GLC email list

plus the addition of the national member database, and sent digitally to each chapter who can then print it for any members needing a print copy.

Kevin will get the access to that GLC mailing program for Don. Kevin inquired of Kurt as to the availability and currency of the spreadsheet Kurt

stated he had a lot of updating to do to it and that with a recent death in the family and other personal responsibilities, he had a lot on his plate.

Kevin asked when it might be reasonably and realistically expected to be updated. Kurt stated "about a month " which Kevin indicated was sooner

than he had expected to hear and certainly acceptable. The Board approved the idea on an experimental basis. Don will continue to post the

newsletters online as well.

- Don asked anyone with old newsletters to send him a copy so he could get them into digital format and add them to the web page.

Send to 12 S Lee Street in Beverly Hills, Fl 34465 or his email.

### **- Web Committee**

Don stated the new site created, and both sites are updated. Improvements have been made, such as:

#### **- ILA Store**

- have new web provider

- co-op ads with outside vendors splitting sales with ILA are in place

- for the bookstore the first page shows books the ILA makes money from;

the second page is other recommendations that are accessible through the links there (other books will be added there if anyone has any they want us to locate and promote for the benefit of the members)

- third page is free downloads from manufacturers which are available there

- fourth page is for certification pins, and is similar to the postcard which was sent out

- need to decide on clothing products to show

(Kurt stated he will send what they have in stock to Don to add and sell)

(Kevin stated he will get merchandise photos and details from the clothing vendor and send to Don.)

## - ILA websites

### - chapters as sub-domains

(LV.institutionalLocksmiths.org, DVC.institutionalLocksmiths.org,  
GLC.institutionalLocksmiths.org, Beercity.institutionalLocksmiths.org,  
ONSC.institutionalLocksmiths.org)

(A sample of how this would work is ONSC.institutionallocksmiths.org)  
Don showed a slide of it as well.

Cost savings were discussed, but this is an individual chapter decision.

Discussion of current costs, etc ensued and Kevin was impressed by the person handling ONSC. Kevin suggested perhaps he might also serve on the national web committee, because Larry has a lot going on and may not have quite enough time available to step up immediately if Don were hit by a bus or whatever.

Lee Rink will discuss it with Tony (his web guy)

Jim Swift has a brother in law, Rob, who is using the chapter website to start his own website business, so that chapter will probably not be interested very much.

## - ILA material

Don received from Dale Bowman records from the first ten years of the ILA, minutes, newsletters, charter, etc and will be putting all them on the website.

-Kurt asked what other materials we have and Don stated that most of the minutes from later years do not exist in our records.

Kurt stated he has some and will send them to Don to add it to the website. Others will send what they have also.

## - new website

We need to move the domain ilanational.org to be a pointer to the new website to stop having to pay the \$28.65 per quarter for the site.  
Discussion tabled till next meeting.

## Upcoming Shows

- A list is available on the national website. Kevin and Kurt will attend several mid-west shows and Don will attend ALOA in New Orleans.

Jim Swift will be at the Hoffman show.

- Don stated he just returned from SERLAC in Tampa where we got a new member from the small show.

## Unfinished business

- By-Laws\_ Still need to Review and potential problem areas/needs (**Everyone was supposed to do this already**)

- Policy Manual \_ Review and potential problem areas/needs(**Everyone was supposed to do this already**)

Some people stated they did not have a copy.

Don stated they are in the executive only section of the website.

We will follow up at a future meeting.

## Educational conference 2014

- Training course options being set up currently  
So far we have:  
Fire Door by Garret Thom  
Susan Biggers alarm  
Lloyd Seliber SimpleK  
A rep from IR indicated interest  
Chip Cutts might do one on Intentional Cross Keying and/or one on Corbin-Russwin cores.

- **Educational conference 2015**

Won't be in April but in Fall.  
Possibly may not have it in North Carolina.  
Another possibility is Tampa. Don is checking on it as a backup.

**New business**

- **North Carolina Licensing**

We will support this as much as we can  
(John Rendle will take a copy to the Pennsylvania legislature also.)

- **DVC situation**

Don made a motion to accept Lehigh Valley as a full chapter.  
(They meet all necessary requirements and voted on it at their last meeting.)  
Second by Lee Rink.  
Vote was passed unanimously.

Don made a motion that in the event DVC becomes non-viable as a chapter the members be transferred to Lehigh Valley Chapter,  
and be permitted to keep their DVC numbers , with financial distribution to be worked out at a future date.

(That way, if they decided after a little while that they wanted to reactivate it, it would be simpler.)

Second by Kurt Kloeckner and Jim Swift simultaneously.  
Vote was passed unanimously.

Kevin expressed a hope that during the time there are no DVC meetings perhaps Lehigh Valley can hold an occasional meeting in the Philadelphia area.

Kurt asked Jim Butman to take charge of all chapter materials, with things to be sent to appropriate individuals later  
(Financial records to Kurt; apparel to Don, minutes and similar records to Don, banner to Lehigh Valley, etc later)

DVC should transfer funds to national.

Jimmy Butman will get the info to the current DVC Board and help schedule a final DVC Board meeting..

Kevin will try to make the final members meeting, as well as John Rendle, so the members know they are valued.

- **Corporate Sponsors**

Kevin is talking to DeWalt about their new US assembled product line and becoming a

corporate sponsor.

If anyone runs into a potential corporate sponsor, invite them or get the info to Kevin, Kurt or Don.

**Set time and date of next meeting**

We will have more frequent online meetings and keep them short, and cut down on meetings with travel and hotel expenses.

We will try for a really short meeting in a week or two when we can get Larry Bowman and try to make it like a half hour meeting

**Adjourned at 5:13 pm**