

**2016 April Board Meeting
Of The Board of Directors Of The
Institutional Locksmiths' Association
Minutes**

Date: **April 10th, 2016**

Location: **ONLINE**

Meeting #4

The Board meets as a committee of the whole.

The President appoints all committee members except Standing Committees and is Ex-Officio of all committees.

✚ The President **calls the meeting to order** at 2:06 PM Eastern, 1:06 PM Central

✚ The Secretary leads the **Pledge of Allegiance**

✚ **Secretary Roll Call: 4/10/16**

Attendees:

Officers -

√President - Kevin Piper

√Vice President - Larry Bowman

√Secretary - Byron Jones

√Treasurer - Kurt Kloeckner

Directors and Invitees:

√Bob Akin - Director

√Jim Butman - Director, LVC representative, DVC representative

√Mike Jones - Director

√Don OShall - Director, ILCP Co-Chair

√Jim Swift - Director

√John Soderland - Beer City representative

ABSENT:

Cynthia Andrews, By-Laws Committee Chair

Ken Lierz - MINK representative

Dan McGlynn, LVC Representative

Tom Ripp, ILCP Co-Chair

Jeff Seymour LVC President

Gregory Brockway

✚ **Meeting Rules**

✚ **Establish Quorum**

January 31st, 2016 - Five (5) Officers and Directors, or seven (7) Officers, Directors and Chapter Representatives will make up a quorum for this year.

Secretary will send 15 day notice to all Board Members.

(3/6/16) I sent this notice one (1) week prior to this meeting.

+ **Introduction of Guests-**
(4/10/16) None

+ **Reading of the Minutes-**
(4/10/16) Don made the motion to approve – Unanimous

+ **Presidents Report**
(4/10/16) Kevin attended the Clark Show. There was a very good response. Clark had to turn away vendors due to lack of space.

+ **Treasurer's Report** 1st Quarter Report Attached
Current Status:

\$12,756.30 in account; as of 3/31/16 report
\$0.00 income not yet added but on hand
\$0.00 outstanding payments paid but not deducted
\$0.00 owed on credit card (balance)
\$xxxxxx.xx outstanding bills not paid yet (4/10/16) Some bills are outstanding. They will be paid and will show on the next Quarterly Report
\$0.00 disputed or not yet authorized invoices

Corporates:

Who they are and what they paid as of 3/31/16:

Clark – Paid
Detex – Paid
Dugmore and Duncan – Paid
Lab – Paid
Medeco – Paid
The National Locksmith - Paid

ETI - 2nd notice to be sent
ECC Supply Co. – 2nd notice to be sent
H. L. Flake - 2nd notice to be sent
Intermountain Lock – 2nd notice to be sent
Mil-Comm – 2nd notice to be sent
Pacific Lock = 2nd notice to be sent
Simple K – 2nd notice to be sent
Securitex – 2nd notice to be sent
CraftMaster Hardware – 2nd notice to be sent
Southern Lock - 2nd notice to be sent
Schlage Lock – 2nd notice to be sent

Assa – Removed, No payments made
ATR – Removed, No payments made
KABA – Removed, No payments made
Multilock – Removed, No payments made

✚ **Committee Reports**

(4/10/16) No Committee Reports

✚ **2016 Conference**

(4/10/16) A Motion was made by Don O'Shall to send 250 postcards to each chapter at a cost around \$10.00. Unanimous approval.
Report deferred to today's NEC Committee Minutes.

✚ **2017 Conference**

(4/10/16) Report deferred to today's NEC Committee Minutes.

✚ **ILCP and other Certifications – Don, Tom and Kevin**

ILCP

(4/10/16) – 2 new Non - Member CIL tests were taken and passed.
1 person is working on scheduling with Don.
1 Study Guide sold.

Master Keying

CMKJ being worked on

Fire Door:

(4/10/16) – IHC will be a pre-requisite to the Fire Door Test. They will be separate tests.

Charges?

IHC - \$200.00 One time Non Member \$500.00 ?

Fire Door - \$350 Renewal every three years. Current membership required.

A step would need to be put in place to check membership every year.

✚ **Website**

(4/10/16) – The web site is constantly updated as information comes in.

The Corporate Sponsors listed above will be updated. Those that have not paid will be removed.

✚ **News Letter status**

(4/10/16) - Sent April 2nd

✚ **By-Law report Cynthia**

(4/10/16) Cynthia was not present so no report was given.

Membership

(4/10/16) We have 4 new members total.

Chapter Reports

Beer City

(4/10/16) Jim Swift moved the ball game attendance to Wednesday, September 7th. The 10th Anniversary Party is finally coming together. The flyer has been built but needs some work.

GLC

(4/10/16) Kevin Piper attended the Clark Show. There was a good turnout. There is a meeting Thursday – Stanley Security Solutions will be the presenter. Next month – There will be a Factory tour at ABH. They are doing fine financially.

LVC/DVC

(4/10/16) they have an April 21st meeting in Pottstown, Pa. They are still working on membership and cards – Kurt relayed some names that have contacted him about getting information. Kurt sent renewal invoices to those people. Jim Butman will follow up. Discussion of the Sands Hotel for the 2017 Conference

MINK

Mike Jones, Gene Barr and Byron Jones will attend IDN H. Hoffman show on April 21st. Larry Bowman will update the membership since we have received most renewals. Larry will start working on Associate Members.

NYAIL

Jim Butman and Don O'Shall are working on new contract.

Unfinished Business

ILCP (and other ILA) Phone -

(3/6/16) Again, we approved to pay all past expenditures. Don received payments for Jan. 2016 and Dec. 2015. Don sent a modified bill as follows; \$892.94 minus \$198.48 = \$694.46 still owed to Don. Not including 99.24 for Feb. 2016. \$793.70 Due Now. (4/10/16) A portion of this was paid to Don O'Shall. Per the Treasurer's Report, the remainder will be paid in the next quarter.

2016 Conference Post Cards – Don-

(4/10/16) \$200.99 has been paid to Don O'Shall from the Treasurer to mail the postcards.

CMIL Pins and Study Guides –Don

Unfinished Business

(4/10/16) None reported.

New Business

✚ Additional conference expenses for trade shows

(4/10/16) There was discussion of show attendance and whether it does us any good or not. No decision will be made on further attendance until after the ALOA Show.

✚ ALOA in Orlando; July 31-Aug. 6th

New Budget \$550.00

(4/10/16) Kurt Kloeckner offered to attend the show for the previously approved budget amount of \$350.00. He will make contact with a list of manufacturers Kevin Piper will supply.

✚ GPLA: Philadelphia PA; Sept. 29-Oct. 1

New Budget \$550.00

✚ YANKEE: Sturbridge MA; Oct. 19-23

New Budget \$650.00

✚ Good of the order

1. Kevin requests that we look at Price Structuring for Corporate Membership. He also wants to define Corporate Membership.

(4/10/16) Tabled.

2. Don requested that we look at our policy on terms of office since it is so hard to get people to step up and serve as officers. Please review the Policy prior to the meeting. It is available on the ILA National Website.

(4/10/16) Tabled

3. News Letter status - Looking for input from the chapters. Send Don anything. Don will mail (pending funding) and post on-line April 2nd. We have been asking for chapter input and only 2 chapters have given anything in the past year.

(4/10/16) Sent – Revisions were discussed for the next edition.

Next Executive Board Meeting:

May 15th, 2016 – 2:00 PM Eastern, 1:00 PM Central

Adjournment:

4:16 PM Eastern, after 1 hour 44 minutes