

**2016, May 22th,
National Educational Conference Committee Meeting
Of The
Institutional Locksmiths' Association
Minutes of the June 5th NEC Committee**

Date: **June 5th, 2016, 1:00 PM Eastern, 12:00 PM Central**
Location: **ONLINE**

- **Meeting Start Time:** 1:00 PM Eastern
- **Pledge of Allegiance:** ✓

- **Secretary Roll Call:**
(6/5/16) - Invited For This Conference:

Officers -

- ✓ President Kevin Piper
- Vice-President Larry Bowman
- ✓ Secretary Byron Jones
- Treasurer Kurt Kloeckner

Directors & Others -

- ✓ Don OShall, Director, ILCP Co-Chair, Webmaster
- ✓ Jim Swift, Director, Beer City President
- ✓ Jim Butman, Director, LVC representative, DVC representative
- ✓ John Soderland, Beer City Representative
- Greg Brockway, LVC Secretary

- **Reading of the Minutes-**
(6/5/16) – The 5/22/16 Minutes were sent with the meeting announcement.

- **President's Information:**

- **2016 Conference Discussion Points today:**

(3/6/16) Conference Vendor Payments will go to Don O'Shall's company. Any credit cards used will go through Don's Pay Pal account. He will respond with a receipt showing the funds going to the ILA NEC.

(4/10/16) – Don made a new motion to \$250.00 Member, \$350.00 Non-Member plus a \$100.00 Late Fee after a yet to be determined date.

The Motion passed unanimously.

(At Kevin's request, Byron will attach the rough draft of the scheduled classes so this can be worked on before the next meeting).

(4/24/16) – Jim Swift signed the contract with the hotel.

(4/24/16) – There are four (4) classrooms available all day Tuesday – Friday

➤ **Factory tours**

Harley Davidson

(4/24/16) – No progress on Harley – easily put together later.

Master Lock

(4/24/16) – Jim Swift talked to Master Lock Tuesday. No reply yet.

(6/5/16) – Master Lock Tour is set up. They want to know a number of people and what day. It is too early to answer these.

➤ **Education**

1. **Alarm Lock has their classes set.**

(4/24/16) – There may be a conflict with the current Alarm Lock Rep. with factory training on these dates. Jim Swift will see if another is available.

(5/22/16) – Tentatively only there Thursday and Friday. No lab fee confirmation yet.

(6/5/16) – Classes are set for Thursday, 8 hours and Friday morning, 4 hours.
Jim S. will verify the classes and ask about the lab fee.

2. **Kevin Piper (4/10/16) and Jim Swift are working on getting information from G. R. Zechman – Allegion.**

(4/10/16) – Only 8 hour classes offered so some scheduling may have to be re-arranged.

(4/24/16) – All Allegion classes are 8 hours which does not give us very many classes.

(5/22/16) – (Forward Kevin's e-mail)

(6/5/16) – Allegion classes are set. Scheduled are 8 hour classes on Tuesday, Wednesday and Thursday and a 4 hour class Friday morning.

3. **There is no word on the Assa Abloy Truck yet.**

(4/24/16) – Plan on it being there. Jim Swift has not heard that the truck is not coming.

(5/22/16) – Byron to send factory representative information for Assa Abloy classes

(6/5/16) – The Truck is scheduled to be there.

4. **Kevin Piper is waiting on information coming from Detex.**

(4/10/16) – Kevin reports that Detex will work with us but no commitment as to what.

(6/5/16) – No information yet.

5. **Stanley needs to be contacted.**

(6/5/16) – Jim S. sent a question asking what Stanley had planned.

6. **Kevin Piper is going to talk to the Intermountain Supplier.**

(4/10/16), (6/5/16) – Kevin Piper is still working with the reps and vendors.

7. **Jim Swift contacted Phil Agius from Framon - 2-4 hour class on their products, vendor booth, Tuesday or Wednesday**

8. (5/22/16) – Retrolock will become a Corporate Sponsor and will participate in our Conference with the purchase of a Vendor Booth.

(6/5/16) – Kevin to send Jim S. contact information. Jim will contact them for classes.

9. (6/5/16) – Added Bill Lynk for (2) 8 hr. classes. He will cover Small Format and Large Format IC Core Cylinders.

10. Joseph Krug has been contacted from Best

11. Kevin will contact Natalie from Assa Abloy to see what they can do.

(6/5/16) – Jim S. left a message for Russ Anderson (factory trainer from Arizona). Kevin and Jim will work together to make sure there will not be any duplication

➤ **2016 Conference Post Cards – Don-**

(4/10/16) - Don asked Kurt for an updated list of members to know that he is sending to everyone including all new members.

(4/10/16) - Kevin has several receipts he needs to get to Kurt.

(4/10/16) – The Postcards are on hold pending class schedules.

(4/24/16) – Postcards are not sent. Don O'Shall wanted to check the current membership list first. Don has over 40 returned newsletters and some were not received. We do not want a repeat of this with the postcards.

(6/5/16) – Still waiting until all classes are set before sending.

➤ **2017 Conference**

Jim Butman is meeting with Jeff Seymour Friday. Last week's scheduled meeting was cancelled due to weather.

Jim Butman was asked to contact Dave Sharpe of Fried Brothers.

(3/6/16) Friday 3/4/16 – Jim Butman went to LeHigh University. He met with Jeff Seymour, President of the LeHigh Vally Chapter, Joe Cavanaugh and Greg Brockway. Their discussion was about the use of Sands Casino and the booking of the casino. Jeff and Jim visited the casino and spoke with several managers. They surveyed the Meeting Rooms, Hosp. Suite and Guest Rooms. They need to re-visit to see the Executive Manager who was not available that day.

Everything looks good. There is no airport shuttle service. There will be offsite classes at Assa Abloy that will need transportation.

(4/10/16) – Jim will be working with the hotel very soon.

(4/24/16) – Jim Butman has a meeting at the Sands this Wednesday at 10:00 AM.

(5/22/16) – Jim Butman met with Alissa at the Sands. He e-mailed Don the information. I will forward the e-mail.

(6/5/16) – New information sent for more classrooms. (E-mail below)

Good Afternoon Jimmy,

I apologize again for the delay in getting back to you during my travels out of the office.

I am having trouble finding availability of 4) total meeting rooms to fit the new meeting specifications you had called about. If we can adjust the event dates to a Thursday, Friday, Saturday pattern for the meeting space, we could make it work, however the proposal below will need to be revised based on the new dates.

For the guestroom rate, we can extend a rate of \$132.00 for Wednesday and Thursday, however Friday's rate would be \$179.00 for 40 guestrooms.

For the meeting space on Thursday and Friday, we can extend the \$250.00 per day rental fees for Bucks and Berks, and the additional rooms of Lehigh and Northampton at \$500.00 per room, per day. We can help you with the rental fees on Saturday and reduce to \$250.00.

If you would like to discuss further, please feel free to contact me.

Alyssa Lippincott, CHSP
Manager, Hotel Sales

Sands Bethlehem

➤ **Next Conference Committee Meeting:**
Sunday, June 12
1:00 PM Eastern, 12:00 PM Central.

Adjournment: 2:06 PM Eastern, after 66 minutes.

Byron Jones
ILA National Secretary
W: 785-354-6058
C: 785-608-0827