

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

Date: **June 26th, 2016**

Location: **ONLINE**

Meeting # **6**

***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 1:35 PM Eastern, 12:35 PM Central

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

✚ **Secretary Roll Call:** 6/26/16

**Attendees:**

**Officers -**

√ President - Kevin Piper

√ Vice President - Larry Bowman

√ Secretary - Byron Jones

**Directors and Invitees:**

√ Jim Butman - Director, LVC representative, DVC representative

√ Don OShall - Director, ILCP Co-Chair

√ Jim Swift - Director

√ John Soderland - Beer City Representative

√ Bob Akin - Director

√ Mike Jones - Director

**ABSENT:**

Treasurer - Kurt Kloeckner

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 – LVC Secretary

✚ **Meeting Rules**

✚ **Establish Quorum**

January 31<sup>st</sup>, 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.

✚ **Introduction of Guests-**

(6/26/16) – None

✚ **Reading of the Minutes-**

(6/26/16) – Kevin made a motion to approve – Unanimously approved

✚ **Presidents Report**

(5/22/16)

There are a lot of people looking to join Corporate Sponsorship in organizations.

Retrolock wants to be involved in all we have. Kevin will send information.

Kevin has a meeting tomorrow (Monday) to develop:

INSTALL – International Standards for Training Alliance. The flooring manufacturers came together to warranty their products if using installers under this program through the Carpenter Union.

John Soderland made the motion to accept their use of the logo if joining Corporate Membership. Unanimous.

(6/26/16) – Retro Lock \$300.00 Corporate Membership was sent in.

Carpenter Union \$1000.00 Corporate Membership was sent in.

✚ **Treasurer's Report**

**Current Status:**

\$X.xx in account;

\$X.xx income not yet added but on hand

\$X.xx outstanding payments paid but not deducted

\$X.xx owed on credit card (balance)

\$xxxxxx.xx outstanding bills not paid yet (6/26/16)

\$X.xx 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 - 2<sup>nd</sup> notice to be sent

ECC Supply Co. – 2<sup>nd</sup> notice to be sent

H. L. Flake - 2<sup>nd</sup> notice to be sent

Intermountain Lock – 2<sup>nd</sup> notice to be sent

Mil-Comm – 2<sup>nd</sup> notice to be sent

Pacific Lock = 2<sup>nd</sup> notice to be sent

Simple K – 2<sup>nd</sup> notice to be sent

Securitex – 2<sup>nd</sup> notice to be sent

CraftMaster Hardware – 2<sup>nd</sup> notice to be sent

Southern Lock - 2<sup>nd</sup> notice to be sent  
Schlage Lock – 2<sup>nd</sup> notice to be sent

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

(5/22/16) – No one will be removed until Kevin gets a chance to talk to them by phone.  
(6/26/16) Some were removed from the web page but not the banner or the newsletter.

## ✚ Committee Reports

### ✚ 2016 Conference

### ✚ 2017 Conference

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

(6/26/16) – An exam is being scheduled for a CJIL.  
Testing will be available at the Conference Friday morning.

#### Master Keying:

CMKJ being worked on  
(5/22/16) – Don will have completed and available to take by the 2016  
Conference.

#### Fire Door & IHC:

(5/22/16) – Kevin self-imposed a deadline for this test to be sent to Don by the  
end of June.  
(6/26/16) – IHC will be worked on.

## ✚ Website

(6/26/16) – One new job offer has been posted.  
Don received one compliant about not posting a job. They are not Corporate Members  
and only had 4 lines describing the job. Don is waiting to hear from them.  
The Conference update will be done today.

## ✚ Newsletter status

(6/26/16) – Newsletter was sent.  
An offer was sent to Kevin by Laurie Simon to do newsletters. Kevin will test with the  
GLC Chapter

## ✚ By-Law report Cynthia

(6/26/16) – Next report will be in July.

## **✚ Membership**

(6/26/16) – Still about 30 addresses that are wrong. Don is still trying to correct. Don will send the member names to their chapters to get good information.

## **Chapter Reports**

### **✚ Beer City**

(6/26/16) – June 7<sup>th</sup> – Chapter Strategic Planning Session. Anniversary Party will be at the Harley Davidson Museum with Supper after.

### **✚ GLC**

(6/26/16) – Golf Outing is July 29<sup>th</sup>. Review of the Mission Statement will be reviewed when the meetings start again in September. Retro Lock will be at the meeting.

### **✚ LVC/DVC**

(6/26/16) – June 30<sup>th</sup> meeting Sara at the Best Western about the 2017 Conference. Meeting Jeff Seymour to discuss meeting for September. Will meet at the Assa Training Center. Membership list for Don and discuss membership cards.

### **✚ MINK**

(6/26/16) – Our last meeting was held at Allegion. Ken Leirz from Smallwood Lock Supply did a presentation on how to figure pin stacks on Small Format Cylinders without the math. He uses a chart method.

Our next meeting will be at Smallwood Lock Supply. We will be covering Master Lock Safety Equipment. The area rep. is not available so Ken will do the presentation.

### **✚ NYAIL**

## **Unfinished Business**

### **✚ ILCP (and other ILA) Phone -**

**✚ 2016 Conference Post Cards – Don-**  
(6/26/16) – Postcards will be sent.

### **✚ CMIL Pins and Study Guides –Don**

(6/26/16) – No sales this period

### **✚ Unfinished Business**

**✚ ALOA in Orlando; July 31-Aug. 6<sup>th</sup>**

**New Budget \$550.00**

(5/22/16) - Last month Kurt volunteered to go for the past amount of \$350.00.

Don and Jim B. will go as well per Kevin. They will share the new budget of \$550.00

(6/26/16) – Jim has the hotel booked and Don has the booth reserved. A table and chairs are still needed.

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

New Budget \$550.00

(6/26/16) – Don talked to Ed. Names will be sent. The booth is reserved.

Reimbursement of \$550.00 has been paid. Expenses were higher than that.

Kevin requested keeping track of overages in order to budget for them next year.

✚ YANKEE: Sturbridge MA; Oct. 19-23

New Budget \$650.00

(6/26/16) – The hotel is booked.

### **New Business**

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

(4/10/16) - Tabled.

(5/22/16) – Don and John S. were asked to come up with a new Corporate Membership definition. Kevin suggested finding a way the major corporate groups (Allegion, Assa Abloy, ect.) can become members. They could then offer something additional to get the individual brands listed.

(6/26/16) – Don and John still working on this.

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

(5/22/16) – Tabled until next month.

(6/26/16) – Kevin has asked Don to work on this for the General Membership Meeting to vote on

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.

(5/22/16) - Don will send out. Please report back by Tuesday, May 24<sup>th</sup>.

✚ **Good of the order**

**Next Executive Board Meeting:**

July 10th, 2016 – 2:00 PM Eastern, 1:00 PM Central. Immediately following the NEC Committee Meeting

**Adjournment:**

3:45 PM Eastern, after 2 hours 10 minutes.