

**2017 October Board Meeting
Of The Board of Directors Of The
Institutional Locksmiths' Association
Minutes**

Date: **October 1, 2017**

Location: **ONLINE**

Meeting: **#4**

 **Meeting Rules:**

Established Quorum -

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

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: 2:39 PM Eastern, 1:39 PM Central**

 The **President** led the **Pledge of Allegiance**

 **Secretary Roll Call: 10/1/2017**

Attendees:

Officers:

√ **President – Larry Bowman**

√ **(Co-President) – Kevin Piper**

√ **Vice President – Jim Butman**

√ **Secretary - Byron Jones**

Directors and Others:

√ **Bob Akin - Director**

√ **Mike Homan - LVC President**

√ **Dan McGlynn - ILCP Co-Chair**

√ **Don O Shall – Ex-Officio for training and help**

ABSENT:

Treasurer – Jim Swift - Excused

Mike Jones - Director

Cynthia Andrews - By-Laws Committee Chair


Gregory Brockway – LVC Secretary


Ken Lierz - MINK representative


Tom Ripp - ILCP Co-Chair

John Soderland - Beer City Representative

 **Introduction of Guests: None**

 **Reading of the Minutes:**
(Byron)

 **Presidents Report:**
(Larry)

 **Treasurer's Report:**
(Jim S.)(Jim B.)

Bank Account

*Jim S. waiting to deposit \$XX.XX from the Sun Account, \$XXXX.00 from GLC, \$XX.00 for ILCP Testing and \$XX.XX and change from a shirt sale.

*Larry Bowman to mail a check to Jim S. from the ILA MINK Chapter in an approximate amount of \$XXXX.XX. **Corrected \$XXXX.XX sent**

*Jim Swift needs the national officers' names on ILA National letterhead.

*Don will send the officers names on letterhead to Jim S.

*Jim S. needs the Article of Declaration from the ILA National files.

The Article of Declaration is on a flash drive in Dan McGlynn's possession.

Jim Butman will get that file to Jim S.

+ We have an account beginning balance of \$XXXX.XX.

+ Jim Swift spent some for setting up checking and so forth.

+ **Current balance - \$XXXX.XX**

+ Larry will go in a local branch to sign a card.

+ We will have two (2) signatures that can work with the account.

(Account amounts removed from publicly viewable report-visible in Executive Section only)

ILA Mailing Address

PO Box 84, Butler, Wisconsin, 53007

2017 Conference Financial Report

*LVC Balance from the funds provided by National for the Conference is \$805.43

Payments and Re-imbursements

*We owe Kevin \$723.80 for the hotel – Kevin generously donated this amount to the ILA Conference.

*We owe Jim Swift for travel - \$600.00 approximately. He will find the actual cost.

+ **From Jim Swift through Larry Bowman - \$609.60**

*We owe Byron Jones for travel \$704.10.

+ **Byron Jones will send the receipt to Jim Swift. (E-mailed 10/4/17)**

*Other – We owe Don O Shall for ILCP expenses, \$351.84 and \$105.00 (+)

+ **Don O Shall is collecting receipts and will send to Jim Swift. (E-mailed 10/2/17)**

*We owe LVC \$185.51.

*We owe Jim Swift the amount he spent on opening the ILA National Post Office

Box.

+ **Reimburse Jim Swift for Post Office Box. \$38.00**


+ **Jim Butman Conference Expenditures - \$168.35. He will send a receipt to Jim Swift.**


- + New Member Packets will go to each Chapter to be distributed by the Chapter.
- + Dan McGlynn found the New Member Packet Folder and will send to Jim Swift, Byron Jones and Michael Homan.
- + 2016 Tax Information was found by Kevin Piper.

From an email October 2nd.

Mr Swift (Jim), I am sending you an envelope with \$442.44 in receipts in it. The receipts for smaller shipping amounts plus the bank add up to \$442.44


Don OShall

 **Committee Reports:**
(None)


 **ILCP and other Certifications:**
(Don, Tom, Dan and Kevin)
CMKJ is being worked on by Tom Ripp and Bill Lynk.


Fire Door & IHC is being worked on by Kevin Piper
+ Possibly by the end of the month – Kevin Piper

 **Website:**
(Byron)

 **Newsletter status:**
(Byron)
*See Unfinished Business below

 **By-Law Report:**
(Cynthia)

 **Membership:**
(Jim S.)

 **Chapter Reports:**
*None given this meeting except for a change at GLC
Beer City

GLC

*Kevin reported their website name changed to **ILAGLC.com** due to the former site, **ILAGLC.org** being entirely in Chinese now.

LVC/DVC

MINK

NYAIL

Unfinished Business:

(Larry)

1. (2016) Corporate Membership-

Who are they? How much should we charge? Can conglomerates be a single price?
(9/4/16) – Don submitted it and it was discussed by email. John S felt it could be simplified. Kevin asked Don to post it for the membership in order to meet the required deadline.

10/4/16 – Please see the paragraph in the Treasurer's Report and attachment Kurt Kloeckner submitted for Umbrella Corporate Payment.

11/13/16 – This will be discussed in January's meeting.

(1/8/17) - Kevin requests that we look at **Price Structuring for Corporate Membership**. He also wants to **define Corporate Membership**.

*Larry is going to try to redo the Corporate Membership Application removing the explanation of charges and setting a 3 tier fixed price as follows:

Large Multi-Business Umbrella Corporations - \$2,500.00

Large Nationwide Corporations - \$1,000.00

Smaller Nationwide or Local Single Business - \$500.00

*Byron will send the picture of a Corporate Sponsor price structure Jim Butman found.

We reviewed this during this meeting.

+ Larry will continue to look at redoing this form. He may find a software to help change the PDF format..

2. Term Limit of the President

Term Limit of the Executive Officers

(9/10/17-Byron) – The term limits were voted to be eliminated in October, 2016. Did this get changed in the Policy and/or By-Laws?

3. News Letter status - Looking for input from the chapters.

(9/10/17-Byron) – No chapter input has been received. News Letter is on hold right now. Was this one of the Corporate Member advertising venues?

New Business:

(Larry)

(7/13/17-Kevin) The next meeting, we will discuss Corporate Sponsorship some more and try to finalize this discussion.

We will discuss Chapter and National accounts to see where the money can do the most good.

We will discuss responses, or more lack of, from our representatives and vendors and what we can offer to engage them.

We will look at the remaining open Director Positions and discuss their future.

*We will move this discussion to the next meeting.

1. Trademark Renewal Letter

(Larry)(Kevin)

*After discussion of options, Kevin makes a motion to proceed with on-line renewal. Unanimous vote, YES.

*(Information from Kurt sent Tuesday, Sept. 12, 2017 pertinent to this discussion).

From: Brotherkeyman [mailto:brotherkeyman@aol.com]

Sent: Tuesday, September 12, 2017 6:23 AM

To: codicco@aol.com; jw2103@yahoo.com; ldbowman@cmh.edu; leerink@bellsouth.net; beercitychapter@yahoo.com; tjripp@facstaff.wisc.edu; acallawaylocksmith@yahoo.com; jcbutman60@yahoo.com; doshall536@gmail.com; Jones, Byron <ByJones@stormontvail.org>; prolock@aol.com; larryslockbolingbrook@comcast.net

Subject: Re: INSTITUTIONAL LOCKSMITHS' ASSOCIATION color shield design (6570-003)

Hello Everyone,

I have paid this last year and we are good for 5 years, Jim should have the records from Don,

Thanks,

Kurt

+ Kevin Piper will check with Kurt to see why this letter is coming to us so soon.

2. 2018 Conference

(Kevin)

*Meeting on Thursday to ask the GLC chapter if they are interested in attending.

*October 9, 10 and 11, 2018?

+ Chapter will go for it. People are already gearing up for it.

+ Date is good. Holiday Inn – Elk Grove Village, 60007

+ Kevin Piper will look at revising the old postcard if he can find it. He will send a copy to Don

Proposed:



Institutional Locksmiths' Association
2018 National Education Conference

Single classes
Available
or one LOW price
for 3 days of classes



CERTIFICATION
TESTING
AVAILABLE

October 9th to 11th 2018
Holiday Inn Elk Grove
1000 Busse Road
Elk Grove Village, IL - 60007

<http://www.ilanational.org/>



Three days of Quality Educational Classes for One Low Price

3. ILCP On Line

(Dan)(Tom)(Don)

- + Website is back up. Thanks Don.
- + Dan McGlynn is working with Don O Shall to get emails

Good of the order:
(Larry)

Next Executive Board Meeting:
+ November 5th, 2017, 2:30 PM Eastern, 1:30 PM Central

Adjournment:
+ 3:53 PM Eastern, 4:53 PM Central, after 74 minutes

Submitted by:
ILA National Secretary

Byron D. Jones

bdj