

**2018 May Board Meeting
Of The Executive Committee Of The
Institutional Locksmiths' Association**

Date: May 20, 2018
Location: Online using Go To Meeting
Meeting: #5

 **Meeting Rules:**
Established Quorum -

January 14th, 2018 - Five (5) Officers and Directors, or six (6) Officers, Directors and Chapter Representatives will make up a quorum.

May 24, 2018 – The ILA By-Laws show an Executive Committee Meeting Quorum as (½) + (1) of the current Executive Board Members. We currently have (6) members so (4) are needed for 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.

Color Code Text by Date for 2018: 1/14, 2/11, 3/25, 4/29, 5/20, 6/24, 7/, 8/, 9/, 10/, 11/,

 **Vice-President calls the meeting to order: 2:48 PM Eastern, 1:48 PM Central**

 **Pledge of Allegiance**

 **Roll Call: 5/20/18 ✓**

Executive Board = Officers and Directors:

- ✓(Co-President) – Kevin Piper
- ✓Vice President – Jim Butman
- ✓Secretary - Byron Jones
- ✓Treasurer – Jim Swift

Executive Committee Adds Chapter Presidents, All Representatives and Appointed Positions:

- ✓Don O Shall – Ex-Officio for training and help
- ✓John Soderland - Beer City Representative
- ✓Bill E. Timmann-LVC Vice-President

Absent:

- President – Larry Bowman - Excused
- Bob Akin - Director - Unexcused
- Mike Jones – Director, Membership Chair - Excused
- Cynthia Andrews - By-Laws Committee Chair - Unexcused
- Gregory Brockway – LVC Secretary - Unexcused
- Mike Homan - LVC President - Unexcused
- Ken Lierz - MINK representative - Unexcused
- Dan McGlynn - ILCP Co-Chair - Unexcused
- Tom Ripp - ILCP Co-Chair - Unexcused

 **Introduction of Guests:**



Reading of the Minutes:

(Byron)

5/20 – 4/29/18 Minutes were received by all. Bill Timmann made a motion to approve. It was seconded. The vote was Unanimous.



Presidents Report:

(Larry)

5/20 – Absent



Treasurer's Report:

(Jim S.)

5/20 – The current balance is \$1,540.89.

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

5/20 – Jim B. and Don O. did not receive the checks sent last month. They were found later not mailed. Jim S. mailed them Tuesday, May 14th.

Jim S. still needs to pay the accountant \$28.00.



Committee Reports:

1. 2018 Conference

(Kevin)

12/2017 - Holiday Inn – Elk Grove Village

October 9-11

Post card at the next meeting, Don worked on it a little

The room fee has already been set at 89.00 per night.

Evening Expo on the 11th?

Possible factory tour another evening

3/25 – Wes McKinney and Tom Hojnacki working on classes and scheduling.


Tuesday, Wed. and Thurs. classes, Expo Thursday night with snacks and finger food.

GLC is planning on the Conference to pay for itself with travel and other expenses being on the persons attending including Board Members.

Wednesday Night Board Meeting. No Banquet planned at this time.

4/29 – Absent

5/20 – They are waiting on confirmations and biographies from vendors and instructors. Hopefully, Kevin P. will have a preliminary schedule to send to this Board by the end of next week.

 **ILCP and other Certifications:**
(Don, Tom, Dan and Kevin)

5/20 – Not discussed.

CMKJ is being worked on by Tom Ripp and Bill Lynk.


5/20 – Not discussed

Fire Door & IHC is being worked on by Kevin Piper

5/20 – Not discussed

ILCP On Line

5/20 – Not discussed.

 **Website:**
(Byron)

5/20 – Not discussed.

 **Newsletter status:**
(Byron)

12/2017 - Nothing is currently being written.

When available, a hard copy should be mailed to all Corporate Sponsors.

Each individual Chapter will vote on how to receive the Newsletter.

Printing and mailing costs have always been a negative factor.

Kevin Piper will check with Lorie Simon of GLC who expressed an interest with writing.

Don O Shall offered to help.

5/20 – Not discussed.

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

5/20 – Absent

 **Membership:**
(Jim S.)

1/14 - Byron will ask Mike Jones, Director, if he would do this. He would be the person putting together the Membership Packet and mailing it to all new members. He would need the materials.

Jim Swift will need to copy any new applicant's information to him.

4/29 – Has laminator, stickers, blank document sheets

5/20 – Not discussed.

 **Chapter Reports:**
Beer City

4/29 – Baseball Game in August

Harley Davidson Museum trip for 10th (11) anniversary celebration July 14th

5/20 – Not discussed

GLC

3/25 - A golf outing is being planned, July 27th.

5/20 – Kevin P. reports the Anixter Clark Show was attended in place of a meeting.

The Show had pretty good attendance even being late with announcements.

Anixter Clark has possibly been secured for a Corporate Sponsor.

Kevin P. will follow through.

LVC/DVC

5/20 – Bill T. reported there was low attendance at the last meeting. No plans for the September meeting. They do not meet over the summer months.

MINK

5/20 – Byron J. reported low attendance at the last meeting as well.

Mike Jones and Byron Jones presented how to keep your new key system in good shape and Key Issue and Return Forms.

NYAIL



Unfinished Business:

(Larry)

1. (2016) 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

2/11 – Larry Bowman made contact with Allegion and Stanley.

Byron Jones found an older list and will send that list, with some newer contacts added, to Larry Bowman.

Larry Bowman suggested the following amounts:

Large - \$2,500.00

Med - \$1,500.00

Small - \$750.00

Anything less will be Associate Member price and be considered as such.

3/25 – Local vendors will fall under the chapters as an Associate Member at \$140.00 this year. There was discussion of the National Sponsors.

Larry Bowman will send three forms, one with each price, to all Board Members.

Byron will re-send his latest remake of 2016 Sponsors to Larry Bowman and Jim Swift.

4/29 – Still working of new form. Companies 10 and up – \$2,500.00 3-9 - \$1000.00

Less than 3 - \$500.00. Corporate Umbrella, Individual Division and Single Company

Larry just sent everyone a copy. Discussion and corrections made and new copies sent.

Jim S. will try to send first. If he can't, Larry will send the Renewals this week.

5/20 – The Corporate Renewals were not sent. Jim S. will try to get them out soon.



New Business:

(Larry)

1. We will look at the remaining open Director Positions and discuss their future.
2/11 – Larry Bowman thought the only position needed right now might be someone to do the Newsletter on a regular basis. This is important to advertise our Corporate Sponsors. This is about the only thing we can offer them.
5/20 – No discussion.



Good of the order:

(Larry)

5/20 – No discussion.



Next Executive Committee Meeting:

June 24th, 2018 at 2:30 PM Eastern, 1:30 PM Central

Adjournment:

3:47 PM Eastern, 2:47 PM Central, after 59 minutes

Submitted to the Executive Committee 5/24/18 by:

ILA National Secretary

Byron D. Jones

bdj