

ILR GOVERNING BOARD MEETING MINUTES
Wednesday, November 18, 2020

Call in number
Access code
8 pm eastern time

CALL TO ORDER – Mark Smith - 8:03PM Eastern Time

Attendees

ILR Governing Board Members Present:		
Ron Wilkinson - Governance & Protest	Debbie Arendas - Performance	
Kyle Mumford	Amanda Smith - Youth	
Ramona Simpson	Nick Hauptly - Judges (Absent)	
Mark Smith	Eugene Robinson - Halter (Absent)	
Sharon Van Hooser	Sonja Boeff -Fleece	
	Merlene Anderson - Show	
	Ryan Laux - Futurity	

GB Chair REPORT – Mark

- Approval of October 7, 2020 minutes.
Motion made by Ron and Seconded by Debbie, Passed Unanimously

COMMITTEE REPORTS -

Performance Committee: Debbie Arendas

Debbie reported the request of the following guideline changes/corrections for approval for next year:

1. **Pg 23. 4. j.-** Can a course designer be able to show on the course they designed?
Voted down at the last meeting for committee to review again.
Per Debbie - eliminate from any 2021 guideline changes. Committee will revisit rule for next year.
2. Other items to consider? None

Youth Committee: Amanda Smith

No items for consideration at this time.

Judges Committee: Ramona reporting in Nick Hauptly absence

Protests and Appeals were put on hold at last meeting.

1. **Per Ron, these are the changes being submitted for approval:**

VI. PROTESTS & GRIEVANCES

A. RESOLVING ISSUES AT INFORMAL LEVEL

1. Whenever possible issues that arise should be resolved at the lowest level possible and between the individuals involved without pursuing formal protest procedures.
2. Members are encouraged to share concerns that arise, where no formal action is anticipated other than awareness for possible future action, with show management, Board members, committee members, members of the Governing Board, or the Operations Manager. In some cases a simple correction is possible.
3. Conflicts are often the result of a lack of awareness or a misunderstanding rather than an intent to violate Guidelines or treat an individual unfairly. If an exhibitor believes a show, judge, or exhibitor is not following the Guidelines correctly, the concern should be brought immediately to the attention of show management or other individual with the hope of clarification and/or correction quickly.
4. When efforts to resolve an issue quickly and informally are not successful, a member has the option of filing a formal protest or grievance.

A-B. PROCEDURE FOR FILING AND PROCESSING MAKING A PROTEST/GRIEVANCE

1. For any formal action to occur beyond simple correction of an oversight, all protests or grievance, complaints, etc. must be submitted in writing to the Governing Board of the ILRSD. ~~They~~ It must be signed, and clearly state what the exact grievance complaint or protest is. ~~They~~ It must be accompanied by a fee payable to ILR-SD of \$200.00 (refundable if the protest or grievance is upheld). All protests must be submitted within 15 days of the alleged event.
2. This is to be sent to the Governing Board – c/o ILR Operations Manager, International Lama Registry, Box 8, Kalispell, Montana 59903.
3. This procedure also applies to claims of violation by judges of the Judges Ethics (Section III.H) or Judge/Apprentice Code of Conduct (Section III.I).
4. All ~~complaints~~ grievances, protests, etc. will be made ~~fully~~ public and the person(s) the complaint is/are against will know by whom they have been accused. Posting of a complaint will be done after the grievance complaint panel has ~~made~~ completed its ~~their~~ review and the Governing Board has determined any penalty that will be applied.
5. All grievances or protests received will be reviewed at the next regularly scheduled Governing Board meeting (conference call).
 - a) If they are deemed to be valid, then a panel of 5 people will be chosen from the current ILR show division members.
 - b) Whenever possible one member of the panel should be selected from the appropriate SD Committee most closely related to the grievance. If the grievance is in regard to alleged violation of Judges Ethics or Code of Conduct, at least one member of the Judges Committee should serve on the panel.
 - c) This panel will be supplied with the grievance complaint, protest, and all other information given to the Governing Board.
 - d) They, as an entire grievance complaint panel, will review the same. In the course of their review, they will contact both the complainant and the accused and any other

involved persons. So all members receive the same information and to avoid multiple calls to the same individuals it is encouraged that interviews with complainants and other parties be conducted by individual interviews with the summary shared with all panel members or on a conference call with the panel.

- e) The grievance complaint panel has 15 days to complete their investigation.
- f) The grievance complaint panel members will ~~then~~ submit (individually) their ruling conclusion with suggested penalty if appropriate to the ILR Operations Manager of the ILR. (The ILR Operations Manager IS NOT a voting member of the Governing Board and may not serve on any grievance panel.)
- g) Once individual conclusions are submitted the group will attempt to reach a group recommendation. If they are unable to reach a group recommendation the individual conclusions will be forwarded to the Governing Board.
- h) That ~~decision~~ final recommendations of the panel will be brought back to the Governing Board by the ILR Operations Manager.

6. Penalties if applicable will be determined by ~~voted on by~~ of the Governing Board. Penalties may include but are not limited to:
 - a) verbal warning,
 - b) written warning,
 - c) reduction of a judge's certification
 - d) removal of a judge from approved judge list
 - e) probation or suspension for a specified period,
 - f) expulsion from ILR- SD membership,
 - g) fine
7. The secretary for the Governing Board will then send a letter to the accused and complainant(s) stating the ruling of the five-person committee ~~that reviewed said protest/complaint and noting~~ and any penalty ~~given~~ determined by the Governing Board; this information will also be posted on the ILR-SD website.

C B. PROCEDURE FOR APPEALING A PROTEST/GRIEVANCE DECISION

1. If the accused wishes to appeal this decision, the process of the protest would be followed again.
2. This time the accused would submit in writing to the Governing Board the wish for an appeal accompanied by a fee of \$200.00 made payable to ILR-SD (refundable if the appeal is successful).
3. The process would go forth by the selection of five different show division members who would review the original complaint/protest and submit their ruling (individually) to ILR Operations Manager at the ILR office.
4. This appeal decision will be brought back to the Governing Board and will stand as the final decision.

Motion made by Merlene and Seconded by Ron, Passed Unanimously

2. Update on 2020 clinics. – Nothing further was reported.
3. Judges Ethics and Code of Conduct
Per Ramona, these are the changes being submitted for approval:

H. ETHICS: JUDGES, APPRENTICES AND EXHIBITORS

(SEE ALSO SECTION III.A.1.B&C)

1. A judge may not adjudicate any animal which has been purchased from said judge or his/her immediate family within 12 months of the date of the show where the judge is officiating.
2. It is also noted that it is equally the responsibility of the new owner/exhibitor to refrain from entering an animal or its fleece in an event to be judged by the official from whom the animal/entry has been purchased within the last 12 months.
3. Officiating Judge may not adjudicate halter animals, fleece on, coat on or shorn fleece from said animal or performance animals which are owned, owned in partnership or animals shown by immediate family members regardless of ownership in any division they may be judging. This will also include youth classes where the youth is a relative or showing an animal owned by the judge or judge's family or partnership. However, someone other than a partner or family member may show an animal owned by the judge in a division in which the judge is not officiating.

Exception 1: Family members may assist in showing in group classes where the animal has already been individually judged.

Exception 2: Apprentice judge will excuse his/herself from adjudication of a class if an animal sold by them within 12 months enters the arena. This will be done without specifically identifying the animal.

I. ILR-SD JUDGE/APPRENTICE CODE OF CONDUCT

1. ILR-SD JUDGES' COMMITTEE view of ILR-SD Judges/Apprentice Program:

Designation as an ILR-SD approved judge or apprentice is a privilege, not a right, bestowed by the Judges' Committee and the Governing Board, according to procedures formulated, to individuals whose camelid expertise and personal character merit the honor. A judge shall adjudicate an ILR-SD approved event in accordance with all rules, regulations, directives and guidelines issued by the ILR-SD. A judge shall honestly, fairly and impartially judge each participant exhibited to him/her at a show.

To help accomplish this, the Judges Committee feels it is important that all ILR-SD Judges/Apprentices conduct themselves in a fair, ethical and unbiased manner. They should be respectful of exhibitors, show management and fellow judges and apprentices. The Code of Conduct illustrated below is an effort to encourage those individuals representing the ILR-SD to be mindful of these goals whether judging, participating as an exhibitor or simply attending and watching a lama event.

- a) A judge shall adjudicate an ILR-SD sanctioned event in accordance with all guidelines issued by the ILR-SD.

b) A judge shall be honest, fair and impartial toward each and every participant/animal exhibited in front of him/her. It is important that all ILR-SD judges/apprentices conduct themselves in an ethical, unbiased manner being respectful of exhibitors, show management and other judges/apprentices. Keep in mind that as judges/apprentices, you are a representative of the ILR-SD and are regarded as such.

c) A judge should demonstrate good sportsmanship and courtesy whether officiating as a judge or participating as an exhibitor.

d) Upon accepting a judging or apprenticeship commitment, every reasonable effort must be made to fulfill that commitment. If this is not possible, notify show management as soon as possible to allow maximum time to secure a suitable replacement.

e) At all times, act in a professional manner.

(1) Abide by all known laws and statutes.

(2) Avoid abusive behavior, speech, or discrimination.

f) Judges shall not solicit judging assignments.

g) Professional attire is required for judges, unless directed otherwise by the show superintendent.

J. CONSEQUENCES OF VIOLATIONS OF ETHICS AND/OR CODE OF CONDUCT

(Refer to Section VI. PROTESTS & GRIEVANCES)

~~1. May include, but are not limited to:-~~

~~a) Verbal warning;~~

~~b) Written warning;~~

- ~~c) Probation or Suspension,~~
 - ~~d) Reduction of Judging Certification,~~
 - ~~e) Removal from approved ILR-SD Judges' List.~~
- ~~2. Any action will be discussed and voted on by the ILR-SD Judges' Committee after investigation and receipt of statements from all, or as many as possible, of parties involved.~~
 - ~~3. Any and all decisions/recommendations will be submitted to the ILR-SD Governing Board for approval.~~

K. PENALTY AND/OR RECOURSE FOR JUDGES/APPRENTICES NOT MEETING THE DEADLINE FOR REQUIREMENTS

1. Judge/Apprentice whose membership dues and fees have not been received by the 31st of January will have their names removed from the active list and will not be allowed to adjudicate or apprentice at any events in that calendar year. Recertification for the year following a suspension as a result of non-payment of dues will require the individual to attend a Judging Seminar.
2. Judge/Apprentice who do not meet the remaining deadlines, such as the timely submittal of the Open Book Test, etc. will be given a two week notice to comply with the stated deadline
3. If not complied, Judges'/Apprentice's name will be removed from the ILR-SD approved Judges/Apprentices List
4. Once name is removed from approved Judges/Apprentices list, Judge/Apprentice is no longer eligible or permitted to Judge/Apprentice at any ILR-SD Sanctioned show/event and must notify Show/event management to acquire an alternative Judge/Apprentice.
5. Judge/Apprentice will be denied participation in a teaching capacity at ILR-SD Seminars/clinics even as a "Generally accepted expert in their field".
6. To be reinstated a Judge/Apprentice must:
 1. a) Complete missed requirement
 2. b) Attend an ILR-SD Educational Seminar/Clinic

Motion made by Ramona and Seconded by Ryan, Passed Unanimously

4. Other items to consider? None noted

Halter Committee: Mark reported in Eugene Robinson absence

1. No Updates at this time.

Fleece Committee: Sonja Boeff

1. Sonja reported No Updates at this time.

Show Superintendent Committee: Merlene Anderson

Per Merlene, these are the changes being submitted for approval:

1. New wording for failure to submit show results within....(Show Management)?

V. SHOW MANAGEMENT

A. GUIDELINES FOR HOLDING AN ILR-SD SHOW

1. Sanctioning Requirements

- a) Show Management must use an ILR-SD approved judge.
- b) Show Management must pay a \$50.00 Sanctioning Fee (per event regardless of how many shows held at the event) and a \$50 Timely Reporting Fee (applied to Per Animal Fee if results are reported within 21 days of the event). Fees are due when the show is sanctioned.

- (1) Failure to report results within 21 days following completion of the show will result in forfeiture of the Timely Reporting Fee. An additional penalty of \$50 will be added if show results are not reported within the next 30 days.

Motion made by Ron and Seconded by Ramona, Passed Unanimously

2. ILR-SD points for virtual shows? After much discussion it was decided that there could possibly be the need to work on guidelines and standards for virtual shows. The ILR Board will discuss setting up a committee at its next board meeting.
3. Show Superintendents Manual (please see attachment since it is 15 pages long). Halter Placing cards and Appendix to also be included in the Show Superintendents Manual.

Motion made by Debbie and Seconded by Ron, Passed Unanimously

Halter Placing Card update was presented for approval.

Motion made by Sonja and Seconded by Ron, Passed Unanimously

4. Other items to consider? None noted.

Futurity Committee: Ryan Laux

Per Ryan, these are the changes being submitted for approval:

Section III

B. RECOMMENDATIONS FOR SHOWING

1. Attire

- a) There are no strict dress code requirements. Appropriate attire is requested.
- b) Such attire should be **modest, professional and safe**.
- c) Examples of appropriate attire could be slacks, trousers, jeans or skirts and shirts or tops with sleeves.
- d) Full shoes/boots required, no open toes or open heels.

2. Conduct

- a) There are no strict conduct requirements, however it is recommended that an exhibitor's conduct be professional, ethical, moral and safe (PEM-S).

3. General

- a) Exhibitors should exercise proper judgment when it comes to dress and conduct at ILR-SD shows.
- b) Exhibitors are encouraged to follow the basic guidelines of being Professional, Ethical, Moral and Safe (PEM-S).
- c) Generally animals may only be shown in one approved Halter division class and points will be awarded in that class. However, in shows offering separate Halter and Futurity divisions, animals may also earn halter points for their placement in their Futurity class.
- d) Exhibitors are encouraged to participate in specialty optional classes as offered by show management, but no points will be awarded for said optional classes.

- 4. Junior youth (11 and under) are not permitted to show ANY intact males over the age of 18 months in ANY classes.

Motion was made to approve new wording. Motion made by Merlene and Seconded by Kyle, Passed Unanimously

- 2. Anything New??? – None noted

Governance – Ron Wilkinson

- 1. Governance Protest and Grievances: Covered above under Judge's Committee
- 2. Anything else? Nothing noted

OLD BUSINESS: Mark

None to Report

NEW BUSINESS: Mark

Mark reported that the AMLA (mini's) has decided to cease as an organization. They have turned over the small amount in their treasury over to the ILR. Ron suggested leaving the guidelines in place right now and looking at it again next year.

OTHER BUSINESS: Mark

None to Report

MOTION TO ADJOURN: Ryan made the motion to adjourn the Governing Board Meeting at 8:27 PM, Merlene seconded the motion, Passed Unanimously.