

ILR BOD Minutes 9/04/14

Date	September 04, 2014
Time called to order	8:10 Eastern time
Time adjourned	11:45 Eastern time

Next meeting date: September 18, 2014

Board members in attendance

Position	Name
President	Harvey Pool
Vice President	Sean Hart
Treasurer	Dawn Moore
Secretary	Debi Garvin
Member at Large	Karen Baum

Email discussions and votes since last meeting

Item	Discussion	Outcome
none	There were no email votes this last period	

Minutes from the previous meeting were approved.

Presidents Report – Harvey Pool

- The Llamas to Louisville has raised a little over \$200.00 to date. ALSA and LFA have not responded to sharing the cost. Harvey has sent email letters to all the Llama Associations asking for donations and has had only one reply. Sean also has a couple ideas. We are going to send out another e-blast asking for donations, and possibly start a breeders challenge.
- LMRG contacted Harvey about using our call-in for their meeting. Harvey has set this up on Go To Meeting for September 15th.
- Harvey also informed us that the committees need to set up a Free Conference Call number.
- Harvey expressed concern that the information the BOD needs to track finances and memberships is not immediately available to the BOD.
- Harvey put forward a proposal to modify fees:
 - Lower the membership fees for the Breeder fees to \$50.00 for single and \$75.00 for double
 - Double all non-member services to 2x the owner member rate
 - Allow one free transfer for all crias that are registered by 3 months
 - Offer a lifetime member fee of \$1500.00
 - Offer a 5 year membership fee for \$200.00 and double for \$300.00
- Motion to approve Harvey's fee proposal was carried.

Secretary Report – Debi Garvin

- Building listing – We still do not have an offer on the building. Debi suggested looking at trying to refinance the building to pay off all of our debt and consolidate into a mortgage.

- Property Management – We have a potential client for Unit A to have a doggy daycare. However, we would need a provision use change to the zoning to allow for this. If we rezone then the front of the building needs to be paved. The bid to pave the front is \$12,000.00; a partial pavement for 5 parking places (as required by zoning) would be \$8,500.00. A final bid will need to be obtained before we can go forward.

Treasurers Report - Dawn Moore

- A treasurer's summary report is attached. There is still no way to easily categorize income for Quickbooks.
- Jerry is working on the Quickbooks files in order to complete an adequate P&L.
- Jerry is also going to load Quickbooks on the new office computer and get Dawn remote access.

Vice President Report – Sean Hart (Governing Board Chair)

- HLA is going to vote Sept 17th on whether to help with the FFA Convention.
- Next Governing Board meeting is September 30th.
- Governing Board minutes were discussed.
- A complaint has been filed with the judges committee, but it is not a formal protest; Sean is gathering the facts regarding the issue.
- There is still a problem with tracking and verifying UAP points; Sean is doing some more research into this

COMMITTEE REPORTS

- IT - Steve is working on getting information from the databases. Jerry has gotten access to Allen's old computer and is trying to figure out how all the queries work.
- CCC- Karen is taking over as BOD rep.
- Pot-O-Gold – Harvey - Sean was added
 - No changes are going to be made until programming costs are identified.
- UAP – Harvey is current BOD member, Sean was added. Sean will be BOD rep.
 - Lisa Robinson has agreed to Chair the UAP committee. No further update.
- Promotions and Marketing – Sean and Dawn are now ILR BOD committee members.
 - Brochures are going to be updated. Sean is working on this. Debi has contacted a recent college graduate to look over our websites and give us some suggestions as a "newbie who has seen a llama and is interested but knows nothing".
- Fiber Committee –Debi and Dawn
 - Larry McCool is the chair. Debi has sent an email to Larry asking about the direction of this committee.

OLD BUSINESS

- Action Items (see below)

NEW BUSINESS

- Karen suggested that we have an invitational class called Champion of Champions at the Gathering. This class would be open to all Champions from the ILR Championship Shows, with ILR donating some "added money". Debi suggested that we also invite all ALSA Champions from

their Regional and National Shows. Karen to contact Norris with the idea of the Champion of Champions.

- The Championship Shows are going well. It looks like they will be a success. Another email blast was sent out today announcing that the Exhibitors have to be a member of ILR or ILR-SD.
- Sean brought up the fact that there are no year-end SD awards on our website.
- Debi asked for ideas on how to market our llamas better at Fairs. Ideas include felted soap, llama beans, having photos taken with llamas, special needs courses, having some fiber for them to feel with some end use products, etc.
- Request from member about a joint owned llama and how to transfer when one owner hasn't signed off. Harvey motioned to allow transfer with only one set of papers and reissue with the new joint owners. Motion tabled
- Sean asked about including alpaca classes at ILR shows. Sean to further research

New Action Items

Item	Responsible Person	Status	Comments
Check with a few breeders to see if they will do a "Breeders Challenge" to send the llamas to Louisville	Sean and Harvey		
Once a couple breeders commit to the above, send another e blast	Debi		
Forward Free Conference Call information to Governing Board members	Debi		
Develop major categories of income and forward to BOD and then to Jerry to better track income	Debi		
Develop new fee schedule and forward to BOD for final approval	Debi		
Talk to Bank about refinancing building	Debi		
Talk to Sharmon and Susan to see if we can pave less	Debi		
Work with Jerry about remote access for Dawn	Dawn and Debi		
Continue researching issues with UAP	Sean		
Look into options for having SD year end winners on web	Sean		
Forward interns initial comments to BOD and Steve	Debi		
Develop an idea list for easy	All – Debi to send		

strategies to promote llamas at fairs	an eblast once we have all of these		
Contact Norris about the Champion of Champions class at the Gathering	Karen		
Check policy manual about jointly owned llamas – respond to member	Debi		
Investigate adding alpacas to ILR shows	Sean		

ACTION ITEMS FROM LAST MEETING (all marked done will be removed next meeting)

Item	Responsible Person	Status	Comments
Talk to Steve and Jerry about getting a newer computer in the office	Harvey	Done	Debi bought it and ILR will reimburse later
Follow-up on venues for a joint event between ALSA, LFA and ILR	Harvey	Done	Decision made to go forward without ALSA
Investigate the use of Paypal for credit cards	Dawn and Harvey with Jerry's input	Tabled	Still being investigated; Steve says it's a good idea and it should cut expenses. Will need to have additional programming
Continue to work with FFA about bringing llamas to the FFA Convention	Harvey	Ongoing	Continuing
Contact Fred about providing a bonus for selling the building	Debi	Done	Fred said wouldn't work – looking at other options.
Create funding for sending llamas to Louisville through either Go Fund Me or PayPal.	Harvey	Done	
Find out why Tami's photos were taken off Facebook and get back with Tami	Harvey	Done	They are there just under a different heading
Create Facebook posts for the ILR page	Sean	Is working on it; everyone encouraged to post	

Post to Facebook about the ILR Championship Shows	Debi	Done	All eblasts are shared with our Facebook page
Ask promotions committee about updating the I want a llama webpage	Sean	Continuing	Committee is focused on updating the brochures; Steve is working on I want a llama.

CARRY OVER	Responsible Person	Status	Comments
Inform Susan we need to start tracking time in the office and what tasks that time is spent on (major categories). Since Allen is already providing a task list, we only need exact hours on each task for him.	Harvey	Done	
Contact Carol Reigh regarding who to contact about discrepancies in parentage	Karen	Pending	
Look into option for soliciting donations on line for "Help send the llamas to the FFA convention". Start a fund raiser.	Dawn with Harvey	Harvey is working on this.	
Review ILF webpage and start modifications.	Karen	In progress	Working on it
Get information regarding Murray Fowler bench at the zoo	Karen	In progress	Karen has not heard back from LANA
Find out from Morris Foundation if Wall of Memories is legal for a 501c3 corporation	Karen	In progress	Has put a call in
Check with Allen to see if there is any way to easily tell if certifiers have paid their current dues.	Harvey	Will put Jerry on this	
Contact ALSA BOD members about a face-to-face meeting with ILR BOD.	Sean	Harvey is working on this	
Contact Niki for input on I want a llama page and possibly providing photos	DAWN	Niki may be available after September	
Contact SD Committees about sending documents electronically to Susan for archiving; talk to Susan and possibly Allen about setting up electronic archives	DAWN	Jerry will be uploading Office to the new computer	Need to develop a format for ILR electronic files and also for archives. Dawn to check on Google Docs for storage for committees and also ILR.

Respectfully Submitted,

Debi Garvin, ILR Secretary

Attachment 1

Treasurer's Report

September 4, 2014

Current General Account Balance:	\$ 712.21
Current Petty Cash Account Balance:	\$ 166.93
Current Money Market Balance:	\$4139.43
Current Savings Account Balance:	\$ 200.00

September Deposits to date:	\$2218.52
September charges to date:	\$2090.21 (includes checks cashed)

Outstanding Bills to be paid as of Sept 4:

Montana West Economic Development:	\$ 952.00
McKinney Bridge Load:	\$ 500.00
Iowa State Fairgrounds:	\$5615.00
Terry Duespohl (Gathering):	\$6290.65
Charter:	\$ 202.70
Fed Ex:	\$ 30.94
FCM Leasing (copier):	\$ 325.00
Northwestern Energy:	\$ 86.00
ServPure:	\$ 315.00
Flathead Electric Coop:	\$ 330.88
Maxxam (June, July & August)	\$1119.30
TOTAL	\$ 15,767.47

LOC Status

Current Balance:	\$34,757.84
Available credit:	\$15,242.16