

## **INTERNATIONAL LAMA REGISTRY MINUTES 7-09-2015**

The meeting was called to order at 8:03pm EST.

Present were Karen Baum, Debi Garvin, Linda Hayes and Sean Hart. Harvey Pool joined at 8:28 pm – 9:15pm EST

The next meeting will be Wednesday, August 5, 2015 8:00pm EST.

**OFFICE REPORT:** A stamp for the Treasure's signature was discussed to simplify bill paying. This had been done in the past. Karen made the motion and Sean seconded it. All were in favor.

The survey was done reestablishing the corners of the property.

More trophy bases have been ordered.

The homepage has been updated.

Meaghan will be working one hour less per day, 9-1 four days a week.

**PRESIDENT'S REPORT:** Debi discussed work on our web pages and the progress being made to modernize as much as of it as we can. She gave an update on the marketing plan. Executive session was 8:28-8:35pm.

**SECRETARY'S REPORT:** The three sets minutes from June 2015 were approved by email votes.

Karen gave an update on the building and a potential buyer. Harvey moved to accept the counter offer, Sean seconded. It was approved unanimously. There will be a need to put a lien on the building, or some other security, for the rent included in the offer.

**TREASURER'S REPORT:**

TREASURER'S REPORT July 9, 2015 – Harvey

## Monthly Financials

### Main Account

Month	Beginning Balance	Credits	Debits	Ending Balance
Jan	\$16,696.69	\$18294.68	\$11,639.43	\$23,351.94
Feb	\$ 23,351.94	\$10,286.70	\$13,167.43	\$ 20,471.21
March	\$ 20,471.21	\$ 17,390.48	\$13,857.10	\$ 24,004.59
April	\$ 24,004.59	\$ 13,945.44	\$24,993.23	\$ 12,956.80
May	\$ 12,956.80	\$ 11,069.57	\$15,011.01	\$ 9,015.36
June	\$ 9,015.36	\$22,679.45	\$24,585.46	\$ 7,109.35

### Petty Cash

Month	Beginning Balance	Credits	Debits	Ending Balance
Jan	\$ 737.95	\$400.00	\$ 856.77	\$281.18
Feb	\$ 281.18	\$600.00	\$ 602.29	\$278.89
March	\$ 278.89	\$800.00	\$ 777.64	\$ 301.25
April	\$ 301.25	\$500.00	\$ 625.48	\$175.77
May	\$ 175.77	\$ 1,283.20	\$1,148.36	\$310.61
June	\$ 310.61	\$2,031.44	\$1, 220.39	\$1,121.66

### ILF

Month	Beginning Balance	Credits	Debits	Ending Balance
Jan	3889.70	.06	0	3889.76
Feb	3889.76	.06	50.00	\$ 3,839.82
March	3839.82	.07	0	\$ 3,839.89
April	3839.89	.06	0	3939.95
May	3939.95	.06	0	3840.01
June	\$3,840.01	.07	\$30.00	\$3,810.08

Savings Account Balance \$200.04

**Short/long Term Debt - Accounts Payable** (total liabilities as of August 5, 2015)

Item/person	Balance 1/1/2015	Balance 5/27/2014	Balance 7/5/2015
JCCS (accountant)	\$13,359.87	\$12, 879.70	12,340.21 (6-30)
Lawyer	\$7534.00	\$3,500.00	\$2500.00
Private Loan from ILR Member	\$14,347.55	\$ 12,630.82	\$ 11,759.09
Montana Development loan	\$66,477.17 (5-27)	\$66,477.17	\$ 66,477.17 (5-27)
Paul (programmer)	0	0	0
Line of Credit (int. only)	\$45,943.84	\$36,113.48	36113.48
Jans Severance	\$16,000.00	\$8,5000.00	\$4500.00
Debi's Loan	\$13000.00	13,000	13,000.00
Total liabilities	\$176,662.43	\$153,101.17	146,689.95

**VICE PRESIDENT' REPORT:** Sean lead a discussion of the ILR BOD's involvement in the GB (Governing Board). Sean motioned that ILR BOD members act as liaisons to GB committees and participate in the GB as nonvoting members; and the GB appoints it's own chair. Linda seconded. Debi, Sean and Linda voted yes. Karen abstained wanting more time to discuss the ideas. Harvey was not on the call. This would take effect 1 January 2016 as it requires a Guidelines change. The Executive Committee is an official committee, by email vote.

**GATHERING REPORT:** Norris Berg joined the call at 8:47pm – 9:00pm. He thanked those board members who helped at The Gathering and Susan as well as all the other volunteers who made it happen. There are no final figures yet on the finances.

The Iowa State Fairgrounds have been reserved for Father's Day weekend June 17-19, 2016.

## **COMMITTEE REPORTS**

**IT –Debi & Linda-** There will be a summary of their meetings.

**CCC - Karen & Sean-** Sean will contact the chair of this committee to set-up the next meeting.

**UAP and Pot of Gold - Harvey & Sean- no news.**

**Fiber Marketing – Linda & Debi- No news.**

**Promotions and Marketing – Debi & ?**

**NEW BUSINESS:**

**OLD BUSINESS:**

**ACTION ITEMS:**

**Karen to continue to work with our Realtor on selling the building.**

**Sean, Linda, Harvey to work with respective committees to continue meeting.**

**Susan to look into renters insurance once the building is sold.**

**Sean motioned to adjourn. Karen seconded. The meeting was adjourned at 10:17pm ET.**

**Submitted by Karen Baum**

## **IT meeting Recaps**

The IT committee met during the Gathering and again in late June via teleconference. We had the pleasure of adding two more people as committee members and Harvey pool as a third party to keep us in line on finances. Susan Hannah, ILR Operations Manager also joined us.

The Committee consists of the following people:

Steve Auld – IT expert

Katie Mazac – IT expert

Kristy Brown – Web master extraordinaire

Debi Garvin – ILR BOD

Linda Hayes – ILR BOD

Harvey pool – ILR treasurer

Because of the success that Kristy had with the Gathering webpage and the Allabout llamas and Iwantallama and the stagnant nature of our main website, it was decided to slowly migrate all “nondatabase”

related items to a new website hosted by Go Daddy

and utilizing the Web Builder program of Go Daddy. Not only will this allow us to modernize the site, it will also allow for volunteers to update and upgrade it. Currently, we are having problems getting the website updated as it is cost prohibitive as all updates have to be via a programmer. We have added features throughout the year to allow us to post pdfs of minutes and forms. However, each one of these modifications runs over \$300.00 so it would not be feasible to build the entire website that way. IN addition, there are a lot of features on our current webpage that are not used. A couple advantages are 24/7 unlimited support by GoDaddy and the ability to view the pages on iphones, ipads, etc.

Debi agreed to draft a Project Plan with Steve and Katie finetuning and adding specific

IT items. It was decided that this project would be too large for a volunteer, so we are going to put the specs out to the membership and hopefully find a llama person who is willing to do this as a side job. We will not be able to pay much, but will compensate them.

Additional discussions were about migrating the LamaRegistry and Registry Manager databases to a more modern format. Katie and Steve will be investigating how much it would cost and the easiest way to do it.

Due to the outdated and unsupported nature of FoxPro, it was decided to push forward with the decision last year to migrate all owner information and finances to QuickBooks. This is critical due to the outdatedness of the Fox Pro program being utilized. All historic owner information and finances will be kept on LamaRegistry, but anyone doing business with ILR within the past 5 years will have a new account on QuickBooks. As with GoDaddy, Constant Contact and QuickBooks, programs are updated and migrated to new operating systems by the vendor at no (or minimal) cost to the user.

We are currently looking into costs for conducting the first stage of migration, which is migrating LamaRegistry to Registry Manager. Once that is complete, we will be migrating Registry Manager from the FoxPro platform to a MySequel platform.