

AGENDA
ILR BOD MEETING
Wednesday, July 13, 2016 - 8:00PM ET

Meeting was called to order at 8:02 by Vice-President Linda Hayes.

Attendees

ILR BOD		
Sean Hart	President	Absent
Linda Hayes	Vice-President	Present
Debi Garvin	Secretary	Present
Harvey Pool	Treasurer	Absent
Ron Wilkinson	Member at Large	Present

Others in Attendance

Name	Role	Purpose	Time
Matt Rector	Executive Committee	EC Update	8:05-8:25

SET DATE FOR THE NEXT MEETING – August 10, 2016

OFFICE REPORT Susan is getting caught up and everything is running smoothly

EXECUTIVE COMMITTEE UPDATE – Matt – 8:30-8:45

EC is meeting tomorrow night and will discuss the contract; Matt has been approved as the Chair for the Gathering next year. Instead of a co-chair, there will be a committee of 5 responsible for the show. Ron needs to be added to the mailing list.
2016 Eastern Championship Show – Matt to contact Harvey or Mary Jo
2016 Western Championship Show
Ron as other BOD member
Gathering update as known – the Gathering is in the black and made money this year.
Firm numbers will be available at the August meeting.

WEBSITE REPORT – Steve was unable to attend and provide an update.

PRESIDENT'S REPORT – Sean was not present

SECRETARY'S REPORT –

Approval of Policy changes – Debi will finish cleaning up the Policies document and resend it out for approval. Susan will be asked to update the BOD at the August meeting on the other species we register.

Motions approved via email vote

Approval of June minutes
 Approval of Matt Rector as Chair of the 2017 Gathering; Mary Jo to assist the transition.

TREASURER'S REPORT – Harvey (the following was submitted by Harvey; he could not attend the meeting). Treasurer's report was approved

Main Account

Month	Beginning Balance	Credits	Debits	Debits Adjusted for Savings date of transfer	Ending Balance
Dec 15	10,093.48	14,429.13	5218.58		19,304.03
Jan 2016	19,304.03	9432.62	15,480.13	6980.13	13,256.52
Feb 16	13,256.52	8825.43	6027.53	7527.53	16054.42
Mar 16	16,054.42	9291.00	7524.92	7524.92	17,820.50
Apr 16	17,820.50	11,544.57	8607.14	8107.14	20,757.93
May 16	20,757.93	10,016.00	8126.22	8126.22	22,647.71
June 16	22,647.71	10,484.01	16,182.90	11,182.90	16,948.82

Petty Cash

Month	Beginning Balance	Credits	Debits	Ending Balance
Dec 15	322.65	899.95	790.37	432.23
Jan 2016	432.23	1000.00	930.41	501.82
Feb 16	501.82	0	356.94	144.88
Mar 16	144.88	2215.00	1891.45	468.43
Apr 16	468.43	500.00	369.98	598.45
May 16	598.45	500.00	780.94	317.51
June 16	317.51	2000.00	1680.70	636.81

ILF

Month	Beginning Balance	Credits	Debits	Ending Balance
Dec 15	3810.38	.06	0	3810.44
Jan 2016	3810.44	500.07	50.00	4260.51
Feb 16	4260.51	38.77	0	4299.28
Mar 16	4299.28	11.41	0	4310.69
Apr 16	4310.69	500.07	500.00	4310.76
May 16	4310.76	7.44	0	4318.20
June 16	4318.20	.07	0	4318.27

Savings

Month	Beginning Balance	Credits	Debits	Ending balance
Dec 15	45,201.27	2.28	0	45,203.55
Jan 2016	45,203.55	10,000.00	0	55,203.55
Feb 16	55,203.55	0	0	55,203.55

Mar 16	55,203.55	2.73	0	55,206.28
Apr 16	55,206.28	2000.00	0	57,206.28
May 16	57206.28	1500.00	0	58,706.28
June 16	58,706.28	5000.00	0	63,709.19

Gathering

Month	Beginning Balance	Credits	Debits	Ending Balance
Mar 2016	100.00	9322.10	32.43	9389.67
Apr 16	9389.67	1060.00	2771.25	7678.42
May 16	7678.42	6060.00	341.20	13,397.22
June 16	13,397.22	21,035.00	14,262.84	20,169.38

VICE PRESIDENT'S REPORT – Linda

No report

COMMITTEE REPORTS

- IT- Debi/Linda – website menu has been finalized and sent to Andresen group.
- CCC- Sean/Harvey – no report was provided
- Pot-O-Gold – Debi Pot of Gold is proceeding, we need to get enrollment numbers from Susan
- UAP – Linda and Ron are preparing to get this committee up and functioning. Linda will confirm Lisa Robinson's continued involvement and both will look for additional membership. UAP needs revitalization and promotion. L and R have some ideas to move forward once committee is up and going.
- Promotions and Marketing – Debi and Ron
 - **Fleece merit system** – an eblast is ready to go out and is at Niki's to proof
 - **Mother Earth News Conventions** – Kristy Brown went to Mother Earth News and said she had a lot of traffic. There was a lot of interest in fleece and packing. A lot of people picked up the Iwantallama postcards. Linda suggested we look at what the cost is to advertise in Mother Earth news.

NEW BUSINESS

The BOD would like to obtain a monthly year to date comparison of registrations, transfers, sold but not transferred, memberships, shows and number of entries per show. Debi will be setting up a table to be used to capture this information.

Ron would like us to look into some type of discount on transfers if the original owner transfers the animal, and how to simplify the entire process and make it easier. If we can increase transfers we could also increase revenue.

Linda brought up the point that when she clicks on the What's New tab, the last item is from 2012. Linda suggested we send out an eblast to the membership that the

website is out of date. Ron suggested we send a eblast from the President informing that the website is being reworked and asking for members to let us know what is outdated. We need to get some firm timelines from Steve. The eblast should also explain how much it costs to update the old format and that we need everyone's input once the new site is up and running.

EXECUTIVE SESSION

BOD went into Executive session at 9:35 and came out at 9:55.

OLD BUSINESS

Minutes from the Gathering business meeting are being written and will be posted shortly with the end year financials.

Action Items

Action items 7/13/2016

Item	Responsible persons	Status
Create table for tracking registrations, transfers, etc.	Debi	
Look into a system for making transfers more attractive	Promotions and Marketing Committee	
Rework organizational Chart	Ron	
Modify policies to reflect current procedures	Debi	
Send eblast for merit fiber award program	Debi	In progress
Modify UAP descriptions	Linda	
Draft eblast to membership regarding website	Sean	
Get firm dates for website launch from Andresen Group	Debi through Steve	
Check into cost of advertising in Mother Earth News Magazine	Marketing and Promotions	
Get total number of llamas, guanacos, vicunas, crossbreds and alpacas registered in 2014 and 2015	Debi to ask Susan to pull together the information	done
Work on wording for guidelines change to incorporate EC suggestions	All	In progress
Compile minutes for Gathering Business meeting along with the P&L's and balance sheet provided at the Gathering	Harvey	Done

Action Items 6/8/2016

Item	Responsible persons	Status
Send out eblast explaining the role of the Executive Committee	Debi	done
Bring financials to the Gathering	Susan	done
Take Iwantallama promotional items to the Gathering	Debi	done
Prepare verbal treasurers report and high end document for the Gathering	Harvey	done
Modify organizational documents (job descriptions and duties) to reflect 2016	Debi	In progress
Change the By-laws to reflect the changes; post to website and have copies available at the Gathering	Susan	Done
Write explanation about Championship Shows	Debi	Sent out with last eblast on Western Championship Shows
Work with Kim to clean up books of old accounts	Harvey	
Have Susan tell Paul to update website with Superintendent and Executive Committee	Debi	done
Inform Niki that Merit fleece program has been approved by the BOD as an ILR UAP program	Linda	done
Work on wording for guidelines change to incorporate EC suggestions	All	In progress
Move "catch-up money into savings	Harvey	Done

Meeting was adjourned at 10:11.