

AGENDA
ILR BOD MEETING
Wednesday, August 10, 2016 - 8:00PM ET

Meeting was called to order at 8:05 by President Sean Hart

Attendees

ILR BOD		
Sean Hart	President	Present
Linda Hayes	Vice-President	Present
Debi Garvin	Secretary	Present – joined at 8:09
Harvey Pool	Treasurer	Present
Ron Wilkinson	Member at Large	Present – joined at 8:07

Others in Attendance

Name	Role	Purpose	Time
Matt Rector	Executive Committee	EC Update	8:18-9:25
Mary Jo Miller	Gathering Chair	Gathering report	9:25-9:35

SET DATE FOR THE NEXT MEETING – Sept 14, 2016

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

EXECUTIVE COMMITTEE UPDATE – Matt – 8:18-9:25

EC will be meeting tomorrow night. Last month they got clarifications on the Gathering contract and clarified vendor and exhibitor wording. The contract is being finalized and will be sent to Sean next week for signature. Mary Jo gave the EC a summary of the Gathering expenses and profit. The EC voted to put \$5,000 in the SD account as seed money for the Championship shows and possibly emergency account. The ILR BOD would prefer to Sponsor the meal on Saturday night alone so we can control the budget better. The Cattle Congress has some contracts with local vendors to provide food (Domino's etc.) and the EC will look into what it will cost us to sponsor the dinner. Lisa is working on a survey to send out about the Gathering. The EC also voted to alternate years for the silent auction fund raiser.

2016 Eastern Championship Show – Harvey said there might not be a llama show at NAILE if he cannot locate someone to provide the panels. If NAILE is not going to happen, then there will be no Eastern Championship show. Sean is going to check on possible panel vendors. Matt will be talking to the EC about the Eastern Championship Show and will wait until he hears from Harvey about whether the show is going to happen and whether it will be happening. Ron motioned to allocate \$1500.00 for the Eastern Championship Show. Debi seconded and Sean voted yes. Harvey could not vote as he is the Super of NAILE and Linda abstained. Motion carried.

2016 Western Championship Show – On schedule – awards have been ordered. There will be a dinner and a wine and cheese tasting. The group is planning a raffle to start a fund for next years show. Another eblast will be going out this next week.

Matt indicated that the EC voted to give \$5,000 to promote the Show Division. Debi made a motion to set up a Show Division promotion account. After discussion, it was decided that perhaps the best way to go

forward would be to use a single account under control of the Executive Committee. The motion was amended to clarify that the account would be under the control of the Executive committee. Linda seconded the amended motion. The amendment carries. The original motion was then passed unanimously. The Executive Committee will decide whether to set up separate account or to make the Gathering account the Show promotion account.

Mary Jo Miller - The Gathering Report — The Gathering made an excess of \$5,000. She is still waiting for the sponsorship from the Fiber Coop and money from a returned check. Although the remote deposits are easy, there were some issues with the bank in Kalispell not crediting all the checks that created some issues. Three separate checks had to be re-deposited. There were a few checks written from the Gathering account that have not yet been cashed. Mary Jo will be contacting those people. Mary Jo will check with Matt about transferring the “ownership” of the account to the EC.

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

PRESIDENT'S REPORT – The Indiana State Fair would like to host the Gathering and is aggressively trying to get national livestock events. Sean is going to have them meet with the Executive Committee.

SECRETARY'S REPORT – Votes by email

- Approve the minutes
- Approve the revised policies
- Approved the screening

Secretary’s report was approved

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

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
July 16	16,948.82	6569.00	9747.84	7764.51	13,769.98

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
July 16	636.81	500.00	606.39	530.42

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
July 16	4318.27	.07	0	4318.34

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	57,206.28	1500.00	0	58,706.28
June 16	58,706.28	5000.00	0	63,709.19
July 16	63,709.19	2083.33	0	65,792.52

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
July 16	20,169.38			14,220.46

Debi forwarded the P&L from April to the Board. Ron asked if Kim could start sending us a monthly P&L and balance sheet to be available at our meetings.

Ron moved to approve the Treasurer's report. Linda seconded. Motion carried.

VICE PRESIDENT'S REPORT – Linda

No report

COMMITTEE REPORTS

- IT- Debi/Linda – Debi to ask Steve to contact the Andresen Group with some firm dates and a progress report.
- 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 sent us a document to approve clarifying the UAP. Debi made a motion to approve; seconded by Ron and approved. After some discussion, it was decided to rework the document a little more to clarify that the Adult members can earn points for their animals and that Youth points go to the youth. Linda will rework the document and clarify it further. Once the document is finalized, an eblast will be sent out to the membership reminding them of the program and encouraging them to enter their UAP activities.
- Promotions and Marketing – Debi and Ron
 - **Fleece merit system** – the eblast was sent out announcing the fiber merit system
 - **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.

Ron created a new organizational chart based on the ones from the past. The organizational chart will be sent out in an eblast. Ron made a motion to approve the Org chart with one modification. Motion carried. The Organizational chart will sent out in an eblast.

OLD BUSINESS

Minutes from the Gathering business meeting were written and have been posted with the end year financials.

NEW BUSINESS

EXECUTIVE SESSION

BOD went into Executive session at 10:47 and came out at 11:08.

NEW BUSINESS

Ron made a motion to give Susan a 3% raise effective August 1st. Linda seconded. Motion carried.

The BOD approved sending out notice to solicit proposals for an Executive Director of the ILR, to supplement Susan, our operations manager. It is expected this position will be 8-16 hours a week and the person can be located anywhere in the US. We will be looking for someone with llama experience who understands non-profits and registry requirements to help move the ILR and llama industry forward.

Ron made a motion to adjourn at 11:10; Linda seconded – motion carried

Action Items 8/10/2016

Item	Responsible persons	Status
Talk to EC about the Indiana State fair hosting the Gathering	Sean	
Ask Kim to send us a P&L and balance sheet each month	Debi	
Ask Steve to give us a report on the Andresen Group and some timelines Debi	Debi	
Get Pot of Gold numbers from Susan	Debi	
Clean up and finalize UAP announcement	Linda	
Send eblast about the UAP	Debi	
Send out eblast with the Organizational Chart	Debi	
Email Governing Board to see if anyone has the minutes from the last meeting	Sean	
Draft eblast to membership regarding website	Sean	
Get total number of llamas, guanacos, vicunas, crossbreeds and alpacas registered in 2014 and 2015	Debi to ask Susan to pull together the information	
Look into a system for making transfers more attractive	Promotions and Marketing Committee	
Work on wording for guidelines change to incorporate EC suggestions	All	

Action items 7/13/2016

Item	Responsible persons	Status
Create table for tracking registrations, transfers, etc.	Debi	done
Look into a system for making transfers more attractive	Promotions and Marketing Committee	In progress
Rework organizational Chart	Ron	done
Modify policies to reflect current procedures	Debi	done
Send eblast for merit fiber award program	Debi	done

Modify UAP descriptions	Linda	Done but will be modified
Draft eblast to membership regarding website	Sean	In progress
Get firm dates for website launch from Andresen Group	Debi through Steve	To be done
Check into cost of advertising in Mother Earth News Magazine	Marketing and Promotions	In progress
Get total number of llamas, guanacos, vicunas, crossbreds and alpacas registered in 2014 and 2015	Debi to ask Susan to pull together the information	In progress
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	Debi	Done

EXECUTIVE SESSION

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