

MINUTES
ILR BOD MEETING
Wednesday, April 12, 2017 - 8:00PM ET

CALL IN NUMBER:
ACCESS CODE:

CALL TO ORDER - Meeting was called to order by President Sean hart at 8:02 pm.

Meeting was adjourned at 10:27

Attendees

ILR BOD/ED		
Sean Hart	President	Present
Linda Hayes	Vice-President	Present
Debi Garvin	Secretary	Present
Harvey Pool	Treasurer	Present
Ron Wilkinson	Member at Large	Present
Kristy Brown	ILR Executive Director	Present
Susan Hannah	ILR Operations Manager	Present

Others in Attendance

Name	Role	Purpose	Time
Matt Rector	SDMC	Gathering Update Metrics Update	8:10-8:30
Steve Auld	IT Consultant and chair	Website and database migration update	8:30-9:00

SET DATE FOR THE NEXT MEETING – May 10, 2017

SDMC UPDATE – Matt Rector– 8:10-8:30

Metrics – Metrics data is being analyzed and the SDMC is looking into trying to develop some shows in the areas of the country that used to have ILR shows but no longer have them. The SDMC is going to focus on trying to resurrect the Ozark Llama Classic and have formed a task force to do so. Other parts of the country and shows are going to follow. Matt is going to encourage the task force to consider a dual sanctioned show.

Very few shows are growing with most remaining stagnant or losing numbers. With the upswing in llama sales the SDMC thinks it will help the show attendance.

The thought of trying to resurrect Ozark as a dual ILR/ALSA show was discussed. The biggest obstacle to having a dual show is the difference in ages. The Youth committee has not been willing to change the ages to match ALSA. Apparently ALSA also aligns with 4-H. The ILR ages were set so that they would be different from ALSA, and to

better regroup ages. Susan suggested a survey be sent to the membership.. Harvey indicated that 4-H generally goes with grades in school and is ILR wants to be different from ALSA on each end that would be fine, but the middle age groups should be the same. The intermediate age group appears to be the biggest problem.

Ron made a motion that we request the youth committee to investigate aligning the middle age group with ALSA. Linda seconded. Motion carried.

The SDMC has developed a social media policy and will have it finalized to present to the BOD in May.

The SDMC recommended that Rita Zorrazua be appointed to the opening on the halter committee. Ron motioned that Rita be appointed to the halter committee. Debi seconded. Motion carried.

The Gathering – Show Manager is live and people can sign up. There has been a good response on vendors and planning is going as scheduled. Package pricing has been added into Show Manager and the way it is set up seems to work very well.

Championship Shows – No new news. The Eastern and Western Shows are scheduled.

Show Manger improvements - Problems will be fixed as they occur and improvements, especially to split out shows have been done.

WEBSITE UPDATE – Steve Auld and Kristy Brown. Kristy started the update. Andresen made the deadline of having the website up by April 2. Kristy is creating the links and the new text. Steve indicated that he was hoping to have the member's only information up by now, but the infrastructure is not yet in place. We have full control of the "non-member" pages of the website. Kristy is targeting mid-May to have this done. Steve suggested that we have Allen or Paul go in and edit the menu of the old site to point to the new site once the new web site is released. There will be a few hurdles to make the two sites work seamlessly but it appears that it can be done. The Andresen group is now looking at the backend of the database. Kristy will be meeting with the Arabian registry at NPLC in May. They took over the swine registry and rewrote their registry database.

OFFICE REPORT - SUSAN

Ballots for the election went out today and are due back into the office by May 7th. Sean asked that we add the election notice to our Facebook page and possibly send an eblast out. Susan explained that the election comes over as being from election buddy so that it may go into people's spam filter. Sean said that we should include this information in the eblast and on the Facebook page. Kristy will be getting the eblast sent out.

Sean asked Susan whether we insure the trophy bases when we send them, as a member received damaged bases. Susan indicated they were insured but that we have to file a claim within a given time frame. Sean suggested that we include a note with the package stating that if the bases are received damaged they need to notify the office immediately so a claim could be filed.

Susan asked how to handle the refund for protest money. Since the check was held and never cashed, it was decided that the check be photocopied and just returned.

Oregon Flock and Fiber Festival - Susan asked about going to Oregon Flock and Fiber. She had received three approvals but had not heard from Sean or Harvey. Sean stated that since there were three approvals Susan should go ahead and finalize her plans to attend OFFF on behalf of the ILR.

Argentine naming – Ron brought up the issue with using the Argentine identifier on llamas. Currently, unless the identifier “Argentine” is in front of the name, the offspring cannot carry the identifier “Argentine”. Evidently, Jerry McRoberts was using his herd identifier in front of the name “Argentine” and so none of the animals from the McRoberts line can carry the identifier “Argentine”. The Taylor’s have reserved “Argentine” as a Breeder ID and the rules of the registry are very clear on what can and cannot be done with Breeder IDs. There was quite a bit of discussion regarding the issue and Linda suggested that a committee be set up to explore how to handle the situation and come back to the BOD with suggestions. Kristy brought up the idea that she thought the ILR should consider expanding the breeds and country of origin ID’s. **Debi motioned that a committee be set up to further explore the situation (Breed and country of origin) and come to the BOD with recommendations. Harvey seconded. Discussion followed and Susan provided the history of the “Argentine” identifier, and explained that the model used was inline with how ARI used their import IDs. Harvey, Ron and Kristy volunteered to be on the committee. Motion carried.**

Ron is going to respond to Jacob on behalf of the BOD regarding his request in using the Argentine name.

EXECUTIVE DIRECTOR REPORT - KRISTY

Kristy will be getting the newsletter out and it will cover a multitude of topics, including the candidates for election with their bios.

Once the newsletter is out, Kristy will be working on getting the website up. The new website should be ready to launch by May 10th. Kristy is also going to Colorado to meet with some packing groups. Evidently two of the groups do not register their animals and she will be discussing the benefits of registration with them.

Roflings have been contacted about the Gathering dedication. They have submitted their information to be used in the Gathering information

PRESIDENT'S REPORT- Sean

Sean attended the judges clinic and said it was very successful. The clinic showed a profit which will be returned to the SD. Sean brought up the idea of having a breeder/judges clinic as a way to increase revenue.

VICE PRESIDENT'S REPORT – Linda

Linda had no updates.

SECRETARY'S REPORT –

Ron made a motion we approve the March minutes. Harvey seconded. Motion carried.

Debi asked that we set a time line for approval of minutes. It was decided that if a majority of BOD members had approved within 3 days then the minutes could be published.

Debi informed the BOD that Kim's QB report should be used as an overall summary to look at current income. However, the lump sum numbers are further broken down by year and the reports we are getting are essentially cash flow reports.

TREASURER'S REPORT – 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	5480.13	13,256.52
Feb 16	13,256.52	8825.43	6027.53	6027.53	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	6607.14	20,757.93
May 16	20,757.93	10,016.00	8126.22	6626.22	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	7664.51	13,769.98
Aug 16	13,769.98	8273.03	8409.53	6326.20	13,633.48
Sept 16	13,633.48	7926.50	10,689.72	6523.06	10,870.26
Oct 16	10,870.26	5845.00	12,431.85	12,431.41	4283.41
Nov 16	4283.41	17,392.37	15,148.30	6564.97	6527.48
Dec 16	6527.48	9473.94	11,128.23	6961.57	4873.19
Annual	19,304.03	115,073.50	129,504.31	89,920.56	4873.19
1/31/17	4873.19	20,190.60	5078.05	5078.05	19,985.74
2/28/17	19,985.74	11,447.30	15,411.37		16,021.67

3/31/2017	16,021.67	10,389.00	13,144.75		13,265.92
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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
Aug 16	530.42	500.00	680.55	349.87
Sept 16	349.87	1000.00	768.67	581.20
Oct 16	581.20	0	380.98	200.22
Nov 16	200.22	500.00	381.46	318.76
Dec 16	318.76	1315.00	1033.99	599.77
Annual	432.23	10,030.00	9862.46	599.77
1/31/17	599.77	1000.00	1168.77	431.00
2/28/17	431.00	500.00	462.16	468.84
3/31/2017	468.84	1000.00	902.37	566.47

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
Aug 16	4318.34	10.08	0	4328.42
Sept 16	4328.42	.07	0	4328.49
Oct 16	4328.46	.07	0	4328.56
Nov 16	4328.56	17.05	0	4345.61
Dec 16	4345.61	.07	0	4345.68
2016	3810.44	1035.24	550	4345.68
1/31/17	4345.68	.08	0	4345.76
2/28/17	4345.76	13.81	0	4359.57
3/31/2017	4359.57	.07	0	4359.64

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
July 16	63,709.19	2083.33	0	65,792.52
Aug 16	65,792.52	2083.33	0	67875.85
Sept 16	67875.85	4166.66	0	72,045.88
Oct 16	72045.88	0	1500.00	70,545.88
Nov 16	70,545.88	8583.33	5000.00	74,129.21
Dec 16	74,129.21	4170.33	0	78,299.54
2016	45,203.55	33,095.99		78,299.54
1/31/17	78,299.54	0	0	78,299.54
2/28/17	78,299.54	7083.33	5000.00	80,382.87
3/31/2017	80,382.87	4169.59	0	84,553.46

Gathering

Month	Beginning Balance	Credits	Debits	Ending Balance
Mar 2016	9322.10	100.00	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	3653.40	9602.32	14,220.46
Aug 16	14220.46	0	16.77	14,203.69
Sept 16	14,203.69	0	1000.00	13203.69
Oct 16	13,203.69	0	0	13,203.69
Nov 16	13,203.69	0	0	13,203.69
Dec 16	13,203.69	0	5.73	13,197.96
Annual	9322.10	41,130.50	28,032.54	13,197.96
1/31/17	13,197.96	0	0	13,197.96
2/28/2017	13,197.96	0	0	13,197.96
3/31/2017	13,197.96	0	2759.25	10,438.71

Show Division

Month	Beginning Balance	Credits	Debits	Ending Balance
1/31/2017	0	650	0	650
2/28/2017	650	5280	0	5930.00
3/31/2017	5930.00	0	0	5930.00

COMMITTEE REPORTS

- **IT-Debi** – this was covered during the website update.
- **CCC- Debi** – still waiting to hear from the alpaca people regarding their proposal
- **Pot-O-Gold** – Harvey – has not met yet

- **UAP** – Linda/Ron - agreed to do a survey to the membership. The biggest area of question is the beyond the show ring category. The survey should be going out soon. The committee is going to be taking a look at the point structure for the UAP.
- **Fiber Marketing**- Debi the committee is in flux currently regarding the make up of the members. It was felt earlier that we should have some people more involved in the commercial end of the market instead of focusing on the cottage industry. Ron will talk to Larry McCool at the Cascade show.
- **Promotions and Marketing** –Ron - the committee has not met

New Business:

A new date needs to be set for Kristy’s review. May 8th was set as a tentative date.

Old Business – see action items below

Fee Schedule – Ron sent a revised fee schedule to the BOD. **Linda made a motion to accept the new fee schedule for the registry effective May 1. Debi seconded. Motion carried.** Susan will get Allen to do the programming and Kristy will publicize.

Action Items April

Item	Responsible persons	Status
Request youth SD committee to re-evaluate age groups, especially the Intermediate age	Harvey	
Complete the new web page modifications	Kristy	
Complete links from new website to old website	Steve and Kristy	
Include election information o Facebook page	Susan	
Create note to be included when trophies are sent regarding notifying the office if they are damaged	Susan	
Return protest check	Susan	
Send Jacob a letter regarding use of Argentine designation	Ron	Done
Create UAP Survey	Linda and Ron	

Investigate adding members with a commercial fiber interest to the Fiber Marketing Group	Ron	Done
Contact Allen to update transaction report with new fees	Susan	
Send new fee information in eblast	Kristy	

**(the below items marked done will be removed for the May meeting)
Action Items from March**

Item	Responsible persons	Status
Investigate option for increasing ILRSD Shows	SDMC	Ongoing
Check with Allen regarding the issuance of invoices for dues in October. Bring proposal to the BOD.	Susan	Not done
Develop GB procedures to go into the guidelines	Harvey and Ron	Not done
Develop procedures regarding judges files and access to and distribution of such	Ron to contact judges committee	Kristy to ask judges committee to establish
Send all IT and BOD website comments to the Andresen group;	Kristy	Done
Monitor website development for April 2 launch	Steve	Done
Order CCC ribbons (300 at no more than 0.25 each	Susan	To be done
Add Kristy to the email list of all ILR Committee	Susan	Done
Inform Rolflings and Gathering Committee of the Gathering Dedication	Kristy	Done
Evaluate fee schedule submitted by Ron and be ready to provide feedback	ILR BOD	Done
Set up Google Docs account	Kristy	Done

Ongoing Action Items

Item	Responsible persons	Status
Recheck with Allen about migration costs of Lama Manager	Susan	Done
Contact Paul about setting up the SDMC and Show Superintendents page so that minutes can be uploaded	Kristy	Done
Work with CCC and AOA to include AOA into the CCC upon their BOD approval and modify systems accordingly	Debi	Ongoing
Provide metrics to ILRBOD regarding shows	SDMC	Ongoing
Investigate a new superintendent for the Indiana State Fair	SDMC	Done
Check on options for using WebEx for the ILR annual business meeting	Kristy	Pending
Renew domain names and transfer to GoDaddy	Susan	Done
Reconcile the Accountants QB reports with Harvey's reports and identify where the discrepancies come from	Kristy and Harvey	Ongoing
Contact persons holding sales and encourage them to complete transfer of all animals sold. Inform them that transfers will be at the owners new special rate	Kristy and Harvey	Need to vote on a rate. Will table to next meeting. Done
Go over fee schedule and provide recommendations for modifications	Ron	Next meeting Done
Solicit new members for Pot of Gold and revamp program	Harvey and Kristy	Pending
Have Fiber Marketing Committee provide their marketing recommendations to the BOD and inform them they can add members to be more geographically	Linda and Debi	Ongoing

diversified		
Ask SDMC to look at code of conduct for all SD committee members and judges and	Ron	Done
Look into recording ILR meetings	Sean	Done
Monitor website development and launch with the Andresen group	Steve Auld; Kristy	Done
Keep in contact with the Andresen Group	Steve	In-progress
Revisit PotOGold and how to invigorate the program	Harvey and Kristy	In progress
UAP – include youth specific categories to the UAP	Linda	In progress
Talk to SDMC about the Indiana State fair hosting the Gathering	Sean	Done
Begin creating process flowcharts for ILR Activities (i.e. how guideline changes are sent to the GB, approval, ratification, viewing of all changes prior to implementing, etc.	BOD and Kristy and Susan	Ongoing
Create timelines for all ILR activities and who is responsible	Kristy	Ongoing
Contact members of the Pedigree Livestock group to determine what databases they are using	Kristy	Done