

MINUTES - ILR BOD MEETING
Wednesday, September 13, 2017

CALLED TO ORDER by President, Harvey Pool at 8:04 ET.

Attendees

ILR BOD & Staff		
Harvey Pool	President	Present
Linda Hayes	Vice-President	Present
Ron Wilkinson	Secretary	Present
Mark Smith	Treasurer	Present
Sean Hart	Member at Large	Present
Kristy Brown	ILR Executive Director	Absent
Susan Hannah	ILR Operations Manager	Present

Others in Attendance

Name	Role	Purpose	Time
Matt Rector	SDMC	Gathering Update SD Update	9:00-9:17

SET DATE FOR THE NEXT MEETING - October 11

OFFICE REPORT - SUSAN

- Events calendar is fixed with a drop down bar – available back to 2009
- Allen has fixed it so show manager glitch is fixed
- New bookkeeper has requested to not go on our accounts as a signer
- Bookkeeper would like more time between getting financials and BOD meeting – decided to try to send info electronically earlier
- Bookkeeper wants a different strategy for accounting for The Gathering with better paper trail – working on a different plan for 2018
- Working to get a list of members to Norris to work on 2018 Gathering sponsors
- Need to promote our ability to send emails similar to what we have done for Justin Timm’s sales – discussed ideas of how to promote the availability
- Has begun to look for office rentals. There are options available and also exploring possibility of renting a portion of our current space in the building we are now located in.

EXECUTIVE DIRECTOR REPORT - KRISTY – Not present

SECRETARY'S REPORT – RON

- Email approval of August 9 minutes

TREASURER'S REPORT – MARK

- Discussed the growing balance in the Gathering account and agreed that the BOD would encourage the Gathering committee to consider looking at ways to reduce costs for entries to encourage participation and to continue to look at increasing

premiums. For the past three years the ILR has not taken money from the Gathering for the general fund. The event has been showing a profit each year.

- Discussed the sanctioning fees, and the deposit for timely reporting

ILR Treasurer's

Report - Account	Three Month Summary and Comparison		
	<u>7/1/17</u>	<u>8/1/17</u>	<u>9/1/17</u>
General	\$6,678.49	\$6,816.68	\$3,938.53
ILF	\$4,291.87	\$4,291.94	\$4,315.13
Gathering	\$11,735.03	\$4,713.25	\$15,510.23
Show Division	\$7,628.04	\$7,628.04	\$7,628.04
Petty Cash	\$354.06	\$255.76	\$204.17
Savings	\$88,724.44	\$88,724.44	\$92,891.10
Total	\$119,411.93	\$112,430.11	\$124,487.20

SDMC UPDATE – MATT RECTOR

- No progress at this time for new shows
- No new members for SDMC at this time – BOD will discuss later
- Discussed rule about changing halter divisions after a show begins, and the Halter committee will work on proposed language.
- First Gathering Committee meeting has been set.
- Ten Gathering t-shirts are still available and will be split between the two Championship shows to use as they choose
- The Gathering accounting is nearly complete – one check still coming in and two small checks are going out.
- Has discussed the possibility of big fans in the barns with the Cattle Congress.

COMMITTEE REPORTS

- IT - Kristy – Shared by email the Andresen report
- CCC – Ron – Committee met and is working on a way of certifying folks by video review to make it available to more folks. Also continuing to work with Alpaca organization, waiting for them to take action.

- Pot-O-Gold – Harvey - Discussion, but no meeting.
- UAP – Linda – No meeting
- Fiber Marketing- Ron – No meeting
- Promotions and Marketing – Kristy – No meeting

NEW BUSINESS:

- Harvey moved to drop the timely reporting deposit for shows scheduled after January 1, 2018. Seconded by Linda. Passed unanimously.

OLD BUSINESS: – see action items below

ONGOING ACTION ITEMS:

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 along with the guidelines	Harvey and Ron	Not done
Develop procedures regarding judges files and access to and distribution of such	Sean to contact judges committee	Kristy to ask judges committee to establish procedures
Explore changes to policies on use of Country of Origin names, including use of Argentine identifier	Ron, Harvey, Kristy	Ongoing

Work with CCC and AOA to include AOA into the CCC upon their BOD approval and modify systems accordingly	Linda	Waiting for AOA Board approval
Check on options for using WebEx for the ILR annual business meeting	Kristy	Pending
Reconcile the Accountants QB reports with Harvey's reports and identify where the discrepancies come from	Kristy and Harvey	Ongoing
Solicit new members for Pot of Gold and revamp program	Harvey and Kristy	Pending
Have Fiber Marketing Committee provide their	Ron	Ongoing

marketing recommendations to the BOD, consider additional members to be more geographically diversified		
Keep in contact with the Andresen Group	Steve and Kristy	In-progress
Revisit Pot-O-Gold and how to invigorate the program	Harvey and Kristy	In progress
UAP – include youth specific categories to the UAP	Linda	In progress
Begin creating process flowcharts and timelines 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

EXECUTIVE SESSION: Went into executive session at 9:39. Out 9:49.

AFTER EXECUTIVE SESSION:

- Moved by Mark, seconded by Harvey to change signees on all accounts to President, Treasurer, and Secretary, with the exception that Susan will remain a signer on petty cash and the main account. Passed unanimously.
- Moved by Ron, seconded by Linda, to accept Kristy Brown’s request for an indefinite leave of absence from her position as Executive Director. Passed unanimously
- Moved by Sean, seconded by Linda, to adjourn. Passed Unanimously.

Meeting adjourned at 9:55 ET.

Summary of action taken:

- Minutes from August 9 meeting approved by email prior to the meeting.
- Approved dropping the “timely reporting” deposit for shows scheduled for after January 1, 2018
- Agreed to change signees on all accounts to President, Treasurer, and Secretary, with the exception that Susan will remain a signer on petty cash and the main account
- Agreed to accept Kristy Brown’s request for an indefinite leave of absence from her position as Executive Director

Ron Wilkinson, Secretary

Minutes approved by email vote