

ILR BOD MEETING - Minutues
Wednesday, May 9, 2018 - 8:00PM ET

CALL TO ORDER - Linda at 8:04

Attendees

ILR BOD & Staff		
Harvey Pool	President	Joined call at 8:05
Linda Hayes	Vice-President	Present
Ron Wilkinson	Secretary	Present
Mark Smith	Treasurer	Present
Sean Hart	Member at Large	Joined call at 8:37
Susan Hannah	ILR Operations Manager	Present

Others in Attendance

Name	Role	Purpose	Time
Norris Berg	Gathering Chair	Gathering Update	8:10-8:30

SET DATE FOR THE NEXT MEETING – June 13, 2018

GATHERING UPDATE – Norris Berg – 8:15-8:27

- Things seem to be going well
- Concerned with the cancellation of the LFA Sale and the potential impact on The Gathering
- Working on finalizing getting the awards ready
- Has been coordinating with a number of people
- Planning to find ways to help reduce costs for exhibitors
- Has a \$457 Heiniger clipper donation that will be made available as part of a raffle among the blue ribbon winners

OFFICE REPORT - SUSAN

- Board election status – election reminder went out yesterday, will send out one more before it closes on the 19th
- 2017 Tax Returns – Board will review the documents provided by the accountant and approve by email by Sunday evening
- Splitting of charges to ILR and SD accounts – Kim Lewis has made the 65-35% split and the BOD has the report to review
- The National Pedigreed Livestock Council conference that Susan attended was very interesting and she feels that although we are a much smaller organization compared to many that were there, we share most of the same issues and concerns
 - Susan liked an idea from the American Royal representative of five things they do prior to each show, including having a theme.
 - She also liked a survey strategy regarding use of the website, possibility for use at The Gathering.

- She also learned about a texting program – monthly fee – a possibility for ILR as well.
- We need to investigate the legality of the Registry transferring funds directly to the Foundation for the scholarship program.
- She also learned about other registries that recognized their “Top Ten” breeders based on registrations, etc. It is an idea the BOD was interested in pursuing.
- There were a number of organizations that do automatic renewals of membership. Brief discussion about practicality of ILR doing the same.
- Interested in finding ways of promoting to the guard llama market.
- Many of the organization have souvenir glasses, etc. that they use for promotion and recognition at various events. The BOD gave Susan the OK to explore possibilities and the board can approve by email.
- Has been dealing with a dispute between two breeders over ownership and breeding dates. Agreed to follow our established procedures.

SECRETARY'S REPORT – RON

- Email approval of April 11 minutes
- Email approval of Youth Scholarship guidelines and procedures for 2018. Moved by Linda and seconded by Ron. Approved

TREASURER'S REPORT – MARK

- Monthly report
- Investment of Savings for more interest – no better options yet

Account	2/28/2018 Balance	3/31/2018 Balance	4/30/2018
ILF	\$4,256.38	4,256.45	4,256.52
Gathering	15,516.38	15,316.38	14,561.67
ILR-SD	7,628.04	7,628.04	5,930.00
Savings	92,783.81	92,788.39	92,788.39
General	\$23,670.22	25,099.17	24,876.01
Business Checking	639.57	398.59	1064.90
Totals	144,494.40	145,487.02	143,477.49

WEBSITE UPDATE – No report

ILR COMMITTEE REPORTS

- IT- No report
- CCC – No report

- Pot-O-Gold – No report
- UAP – Planning a meeting soon, but no report yet
- Fiber Marketing – Deb Yeagle is working on organizing a national fiber conference for 2019.
- Promotions and Marketing – Linda nominated and Ron seconded the appointment of Kelsee Robinson to join the committee. Passed unanimously.

OLD BUSINESS:

- ILR Budget approval – Mark moved and Linda seconded approval of the budget for 2018. Motioned passed unanimously.
- Input was provided to Linda on the Board letter for The Gathering program.

NEW BUSINESS:

- Update ILR Organization Chart – moved by Ron and seconded by Mark to approve an updated organization chart. Passed unanimously.
- Selection committee for Youth Scholarship - Appointed Michelle Kutzler, Ron Wilkinson, and Sean Hart to the selection committee.

REVIEW OF ONGOING ACTION ITEMS:

Item	Responsible persons	Status
Consider how to invigorate the Pot of Gold program	Harvey	Will need to evaluate whether the program is sustainable. Low participation.
Keep in contact with the Andresen Group	Steve	Ongoing
Have Fiber Marketing Committee provide marketing recommendations to the BOD, consider additional members to be more geographically diversified	Ron	Ongoing
Work with CCC and AOA to include AOA into the CCC upon their BOD approval and modify systems accordingly	Ron & Sean	AOA Board has approved. So working on finalizing the details.

UAP – include youth specific categories to the UAP	Ron & Mark	Ongoing

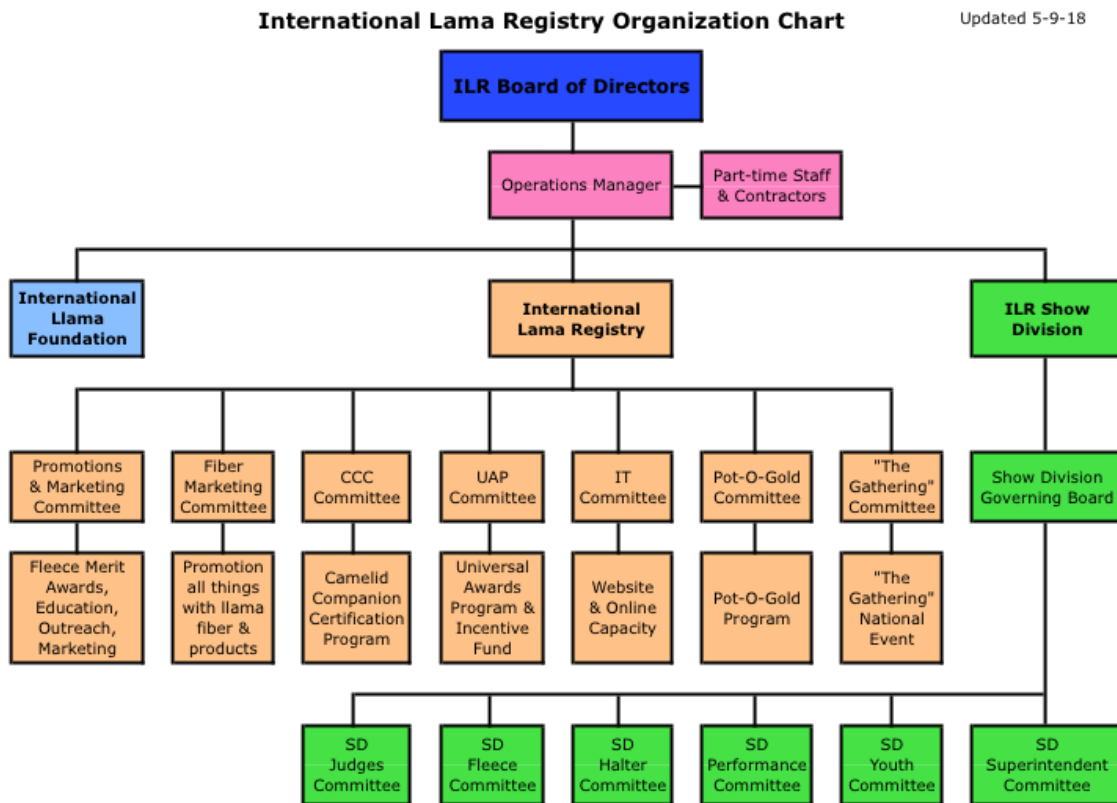
ADJOURN:

Moved by Mark seconded by Linda to adjourn at 9:56 ET. Passed.

SUMMARY OF ACTION TAKEN:

- Email approval of April 11 minutes
- Email approval of Youth Scholarship guidelines and procedures for 2018. Moved by Linda and seconded by Ron. Approved
- Promotions and Marketing – Linda nominated and Ron seconded the appointment of Kelsee Robinson to join the committee. Passed unanimously.
- ILR Budget approval – Mark moved and Linda seconded approval of the budget for 2018. Motioned passed unanimously.
- Update ILR Organization Chart – moved by Ron and seconded by Mark to approve an updated organization chart. Passed unanimously.
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ATTACHMENT 1: Updated organization chart



Note: The ILR Board of Directors also serves as the Board of the International Lama Foundation and as voting members of the SD Governing Board. One board member serves as a liaison to each SD standing committee and two board members serve on each ILR standing committee.

ATTACHMENT 2: Approved Budget

Approved ILR Budget 2018		
Total Projected Income		\$155,000
(Includes \$40,000 of income associated with The Gathering)		
Budgeted Expenses		
Savings		\$25,000
Rent	\$1000/mo.	\$12,000
Utilities	\$500/mo.	\$6,000
Savings		\$7,000
Office		\$63,000
- Payroll – Susan		\$40,000
- Payroll – part-time		\$10,000
- Office Supplies		\$1,500
- Phone, Internet		\$3,000
- Postage		\$1,800
- Cleaning		\$600
- Paypal		\$400
- Copier Toner		\$700
- Travel		\$5,000
General		\$16,000
- Accountant		\$5,000
- Bank Fees		\$1,000
- IT Support		\$3,000
- ServPure		\$1,500
- Insurance, Directors		\$2,500
- Insurance SD		\$1,000
- Insurance, Renters		\$1,000
- Constant Contact		\$1,000
Promotions and Marketing		\$11,000
- Trophies - UAP & SD		
- Advertising, Social Media, Brochures		
- Memberships, Professional Activities		
- Championship Shows & Support for Special Events		
- Licenses & Fees (I Want A Llama, etc.)		
The Gathering (The Gathering revenue is maintained for that use)		\$40,000
Total Projected Expenses		\$155,000

Approved by email vote – May 14, 2018