

ILCA "HELP"

HAZARD EVALUATION LOSS PREVENTION BULLETIN OF THE
INSURANCE LOSS CONTROL ASSOCIATION

Summer 2003

PRESIDENT'S MESSAGE

Believe it or not, summer is here! I hope each of you have already marked your calendars for October 20-22, 2003! That's right, the ILCA 2003 Conference to be held in Columbus, Ohio will be here before you know it. Be sure to visit our website at www.insurancelosscontrol.org for updated information about this year's conference!

You may recall, during the 2002 Conference and in the Winter 2002 "HELP" Newsletter, your Executive Committee was asked by the National Association of Mutual Insurance Companies (NAMIC) to formalize the ILCA-NAMIC relationship. The Executive Committee and NAMIC are both pleased to announce to you that this process has begun in a positive manner. The entire process will evolve over the next few years.

There may be a few challenges along the way, but we are confident that ILCA will become stronger and more viable as time passes!

Remember, ILCA is your organization and in order for it to remain strong, you, our members must remain active, attend and participate in the annual conferences and look for leadership and service opportunities that you may be able to get involved with.

The heart of the relationship arrangement is the financial backing that NAMIC provides to ILCA for our Annual Conferences and yearlong support of those activities.

As previously stated in my Winter 2002 message, any profit or

loss from the Annual Conference was to be absorbed by NAMIC.

Some of the past ILCA conferences were not profitable and have impacted NAMIC, not ILCA. NAMIC asked, as any organization would ask, what can be done to assure that both ILCA and NAMIC remain financially independent? NAMIC stated that they are no longer in a position to "subsidize" ILCA activities, specifically the annual conference and related support. NAMIC asked that ILCA consider paying a month retainer amount to NAMIC for the services that they have been providing, in addition to ILCA absorbing any and all profits or losses from future conferences. The fact is that ILCA can not afford to pay a monthly retainer amount to NAMIC. Therefore, your ILCA Executive Committee and NAMIC have agreed to the following items/points:

- 1.) ILCA is committed to a continued relationship with NAMIC. This relationship has been good in the past and should have no reason not to continue as such. ILCA is appreciative of the services that NAMIC has provided in the past several years. The past success of ILCA and our annual conferences has been dependent on these services.
- 2.) ILCA has and will continue to take steps to improve the profitability of our annual conference. Specifically, selecting centralized geographic locations in relation to the bulk of our membership. We have and will continue to keep expense control in mind while scheduling conference activities. ILCA is committed to this mindset when planning future conferences.
- 3.) Your ILCA Executive Committee has voted to open Sponsorship Opportunities to absorb some conference related expenses and activities. A complete outline of these opportunities is listed in this newsletter. If you or your organization is in a position to participate as a Sponsor, please let me know as outlined in this newsletter.
- 4.) ILCA must be committed to making reasonable (and nominal) dues increases to help pay for additional expenses and activities that ILCA will now be responsible for.
- 5.) ILCA must be committed to making reasonable (and nominal) increases to the annual conference registration fee. The registration fees must remain reasonable, assuring that the ILCA Annual Conference is one of the best values available for a two and one half-day conference.
- 6.) NAMIC will continue the Newsletter & Registration printing and distribution until the end of the 2003 annual conference in October.

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Lead support for ILCA provided by NAMIC, 3601 Vincennes Road, P. O. Box 68700,
Indianapolis, Indiana 46268-0700, (317) 875-5250

- a. Currently, ILCA pays for the printing and distribution cost, NAMIC only helps to coordinate the layout and print work.
 - b. After the 2003 annual conference, ILCA will assume all responsibilities associated with the newsletter coordination, printing and distribution.
 - c. ILCA will continue to pay NAMIC for registration services for the 2003 annual conference, as previously done.
 - d. After the 2003 annual conference, ILCA will pursue competitive bids for the registration printing and distribution process.
- 7.) ILCA will immediately assume all responsibility for the Membership Directory coordination, printing and distribution.
- 8.) ILCA is closely managing ILCA Web Site improvements or updates, currently done by NAMIC on a fee basis
- a. ILCA will continue to pay NAMIC for Web Services on a fee basis, as previously done.
 - b. After the 2003 conference, ILCA will pursue competitive bids for ILCA Web Site hosting, improvements, updates and on-line registration.
- 9.) NAMIC will continue hosting, coordinating and participating in the 2003 planning committee conference calls.
- a. NAMIC will present a monthly or quarterly itemized bill or invoice for each of these planning calls.
 - b. ILCA will immediately begin to pay NAMIC for these monthly or quarterly expenses.
 - c. After the 2003 conference, ILCA will pursue competitive bids for conference call services.
- d. After the 2003 conference, NAMIC will no longer be required to participate in the conference calls, unless asked to do so by ILCA. ILCA will then pay NAMIC on a negotiated/agreed upon hourly fee basis for those services.
- 10.) NAMIC will discontinue the sending of a representative for the site selection "pre-visits" which have been typically done in January or February of each year. ILCA will assume all responsibility for this function from this point forward.
- a. If a NAMIC representative is asked to participate in these functions, ILCA will pay NAMIC on a negotiated/agreed upon fee basis for those services.
- 11.) NAMIC will send a representative to the 2003 conference as in years past, to assist in coordination of conference activities. NAMIC will also provide and coordinate handout materials, nametags etc. for the 2003 conference.
- a. After the 2003 conference, ILCA may or may not ask NAMIC to send a representative to future conferences.
 - b. After the 2003 conference, ILCA will pursue competitive bids for an administrative person to attend the conference and provide administrative assistance during the conference. If NAMIC is selected to do this, ILCA will then pay NAMIC on a negotiated/agreed upon fee basis for these services and conference attendance.
- 12.) ILCA is committed to a continued relationship with NAMIC. ILCA has removed NAMIC from the 2003 hotel conference contract. Therefore, removing any financial obligations that NAMIC may have for the 2003 conference.
- a. After the 2003 conference, ILCA will continue to book our own hotel contract arrangements. Therefore, NAMIC will not be named on future hotel contracts. Relieving NAMIC from any financial obligations associated with the ILCA Conferences.
 - b. ILCA will look to NAMIC for non-reimbursed membership and conference promotion through NAMIC channels, such as NAMIC's newsletters, membership, conferences and website.
- 13.) In the past, NAMIC has paid for speaker fees, such as keynote speakers, special speakers etc. ILCA will pay for 50% of any speaker fees for the 2003 conference.
- a. ILCA has asked NAMIC to "advance" ILCA for these fees, until after some of the 2003 conference registration fees have been collected.
 - b. After the 2003 conference, ILCA will assume all responsibility for speaker fees and expenses.
- 14.) ILCA and NAMIC will share the 2003 conference profits or loss. The sharing split will be 50% ILCA and 50% NAMIC for the 2003 conference.
- a. After the 2003 conference, ILCA will assume all profits and losses associated with the future ILCA conferences. Therefore, relieving NAMIC from this financial responsibility.

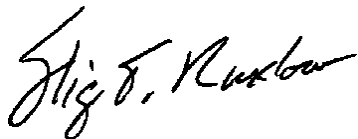
I am sure that you would agree that this plan is a comprehensive and equitable plan. Your ILCA Executive Committee and NAMIC have put a lot of effort into this agreement. Likewise, both are committed to keeping our relationship strong while assuring

that both organizations remain viable and financially independent. It must also be noted that this plan is in line with and does not require any changes or revisions of the ILCA Bylaws. Also, please rest assured that ILCA is and will continue to be the only association dedicated specifically to you, the Insurance Loss Control Professional.

As I stated before, this is your organization! Now is the time, like never before to become more active and involved in your Association! ILCA will be responsible for many more activities in the coming years, this means that more members will be needed in service positions! I encourage anyone that is interested in serving the association to contact me. Likewise, I encourage anyone to call me with questions or concerns with the above outlined ILCA – NAMIC relationship agreement. I can be reached at 309-266-0024 or by email at sruxlow@kuhlco.com.

Again, I must remind you to mark your calendars for this year's Annual Conference to be held October 20-22, 2003 in Columbus, Ohio!

Thank you for allowing me the opportunity to serve you, the ILCA membership!



Stig T. Ruxlow, CSP
President
Insurance Loss Control Association

SPONSORSHIP OPPORTUNITIES ILCA Annual Conference October 20-22, 2003 Columbus, Ohio

ILCA is actively soliciting Sponsorship Opportunities for our two and a half day conference. Anticipated attendance is 80-100.

Evening Reception - \$1000 each - 1 hour, Available Monday and Tuesday Evening.

Includes: Announcement at reception regarding your company, signage, thank you in the morning for your sponsorship, notation and thank you in conference agenda, on-line agenda link to your website, table for materials and printed materials, **encouraged to have small logo giveaways** and all the possible contacts you can create by networking. Evening Reception sponsors will also receive a special mention and a 3.5" x 5" advertisement space in the post conference newsletter. Specifics of receptions to be determined based on hotel procedures.

Luncheon - \$1000 each - 1 hour, Available Monday and Tuesday Afternoon.

Includes: Announcements before and after lunch, signage, notation and thank you in conference agenda, on-line agenda link to your website, table for materials and printed materials, and **encouraged to have small logo giveaways**, and all the possible contacts you can create by networking. Luncheon sponsors will also receive a special mention and a 3.5" x 5" advertisement space in the post conference newsletter

Breakfast - \$500 each - 1 hour, Available Monday, Tuesday and Wednesday Morning.

Includes: Announcement after breakfast regarding your company, signage, notation and thank you in conference agenda, on-line agenda link to your website, table for materials and printed materials, and **encouraged to have small logo giveaways**, and all the possible contacts you can create by networking.

Breaks - \$100 each -15 minutes, Available Monday (2), Tuesday (2), Wednesday (1).

Includes: Announcement before and after break, signage, notation and thank you in conference agenda, on-line agenda link to your website, and all the possible contacts you can create by networking.

Audio-Visual Equipment

We have a need for up to 3 LCD projectors to present PowerPoint presentations. Currently, ILCA must rent this equipment on a daily basis. If you will be attending the conference and have this type of equipment that we can "borrow" it would be greatly appreciated. A notation and thank you will appear in the conference agenda and the post conference newsletter.

Sponsorship opportunities are on a first come, first serve basis. Sponsorship payments must be received no later than September 1, 2003. If payments are not received by that date, mention in the conference agenda and signage can not be guaranteed.

Contact Stig Ruxlow for sponsorship applications, (309) 266-0024 or sruxlow@kuhlco.com.

**2003 ILCA CONFERENCE
October 20-22, 2003
Hyatt Regency (Downtown)
Columbus, Ohio**

Our ILCA Board of Directors is pleased to again offer a conference that will focus on the basic foundations of the Loss Control Profession. We will continue to serve our members by focusing the conference on enhancing and strengthening our professional skills with a variety of property and casualty topics. We are also staying present with items of current interest that have an affect on the Loss Control Profession.

Toward this goal, we will concentrate the Wednesday sessions of the conference on life safety and fire protection. We will focus on assembly type operations associated with restaurants and bars, nightclubs, etc. as the result of the two large losses that occurred earlier this year in Rhode Island and in Chicago, Illinois.

The conference will help all levels of Loss Control staff, as well as Underwriters and similar support staff. We will cover some of the fundamental foundations of Loss Control plus some topics aimed at the more advanced representative. These topics will assist you in your work. They will help you in identifying potential hazards / exposures, and the corrective measure to reduce the potential for loss.

The Hyatt Regency in downtown Columbus has been selected as the location for the conference. There is a pool, an all day casual dining restaurant, the Big Bar - 53 foot - an open air lounge in a casual setting. The hotel is easily accessible from several interstate highways. Most major airlines connect to the Columbus

Airport. It is within walking distance to various attractions in the downtown area. The hotel also provides a downtown shuttle bus service.

Downtown Columbus offers various activities from shopping, to the arena for sports teams, a German village and a brewery district. There is an extensive group of restaurants offering all types of cuisines plus various clubs that offer blues music, jazz, rock, sports, a cigar bar, and a coffee house.

For additional information on the conference, sites, and accommodations, please visit our website @

www.insurancelosscontrol.org.

On behalf of the Board, we hope to see you in Columbus.

INSURANCE LOSS CONTROL
ASSOCIATION
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