

# KEYNOTES

SECURING YOUR SUCCESS



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the Arrow  
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**PLUS**

How to Pick and  
Decode the HU66 VAG





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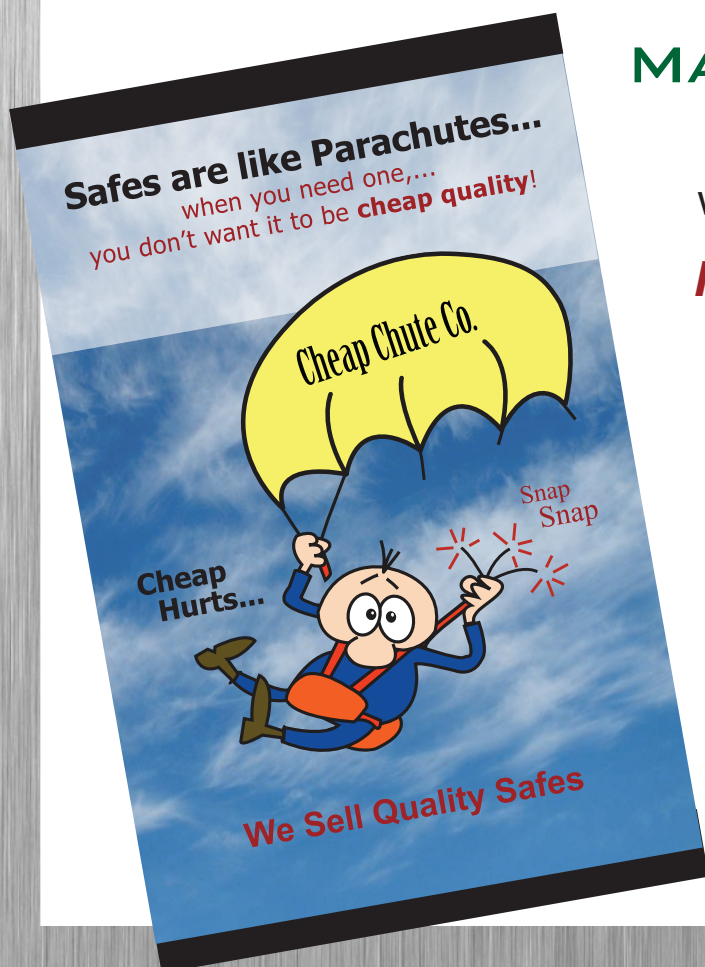
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"ALOA will go after and prosecute the individual and/or company for this registered trademark violation. I want to know about every illegal use of our logo."

## A Look at Some Exciting Changes

**T**HE ALOA BOARD HAS JUST CONCLUDED ITS FALL MEETING IN DALLAS, TEXAS. THE move of the corporation to Texas has been completed; the final step is for a membership vote to approve the ALOA bylaws for the ALOA Security Professionals Association, Inc., that take effect on January 1, 2013. Everything we have done is to make your association more cost-efficient going forward. A copy of the old and new bylaws are posted on our website and printed in this issue ([see p. 32](#)). Voting will take place in December. Thank you for your support.

November is an important month here in the United States because we are voting for a new leader of the free world. No matter who it is, we as a nation will stand behind that man. It is also time for all to get together with family and friends and give thanks for everything we have as a nation.

There are lots of exciting things happening at ALOA, such as our online training, which started back in March with two classes and has climbed to more than 50 subjects — and will reach a whopping 200 in 2013. ALOA understands that time is money, and you don't have the extra income to travel for training. The new online training is cost-efficient and is done in the evening so it won't take away from the workday.

For those of you who have built or remodeled your own building, you know what we're going through right now with our new educational facility. We have the existing building, and our plan is to completely rebuild that structure so we can get as much space as we need for training. If we were to tear it down, we would only be able to build a facility half that size, due to restrictions for new construction versus remodeling. Go to our website and download a pamphlet, and make a donation for higher education within our industry.

I try and monitor all blogs that locksmiths post online so that I can be proactive with our members. The latest is a series of posts about scammers — non-ALOA members — using the ALOA logo. ALOA will go after and prosecute the individual and/or company for this registered trademark violation. I want to know about every illegal use of our logo, and if I e-mail you back stating that we're working on the one you sent, that means that letters have been sent and they have 14 days to remove the listing. I can be reached at [president@aloea.org](mailto:president@aloea.org).

Best regards,

Tom Demont, AHC, CAI, CFDI, CFL, CMIL, CML, CPS, ARL

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“With SAVTA and IAIL under the ALOA umbrella, we’re in a better position than ever to fulfill our mission to serve you.”

# More Memberships, More Opportunities

INFORMATION FOR YOUR 2013 ALOA MEMBERSHIP DUES SHOULD BE ARRIVING IN YOUR mail within the next few weeks. As always, your dues notice will allow you to renew your ALOA membership, which definitely has its benefits — from webinars and scholarship opportunities to legislative representation, the annual ALOA Convention & Security Expo, industry certification and much more.

But this time around, your dues notice will present more opportunities than ever. You’ll have the chance to join the International Association of Investigative Locksmiths (IAIL), which we merged with earlier this year.

IAIL members address areas such as surreptitious and unauthorized entry, car arson, stolen cars, and break-ins. Many members are called as experts in court cases to testify about the function and integrity of a lock system at a crime scene. IAIL’s mission statement includes “improving the safety and security of the public in general.” Also, the group oversees the certified forensic locksmith (CFL) program, under the guidance of a committee headed by Ken Vitty.

What’s more, you’ll have the opportunity to join the Safe and Vault Technicians Association (SAVTA), which is now owned by ALOA. SAVTA is the world’s leading trade association devoted entirely to serving professional safe and vault technicians worldwide. Just as it has since 1986, SAVTA continues to focus on helping members advance their technical knowledge. SAVTA’s annual convention takes place May 6-11, 2013, in Lexington, KY, offering world-class education and a top-notch tradeshow, making it a must-attend event.

As for ALOA, our mission remains the same: to provide education and representation for the security industry. With SAVTA and IAIL under the ALOA umbrella, we’re in a better position than ever to fulfill this mission. And you’re in a better position to advance your knowledge — and your career.

*Mary A. May*

Mary A. May  
Interim Executive Director

## It's Time to Renew!

**W**ITHIN A FEW WEEKS, YOU WILL receive renewal information for your 2013 membership dues. Be sure to send in your dues promptly so you can continue receiving the countless benefits that make ALOA membership such a great bargain. Here are just a few of those benefits:

**New locksmith training webinars.** These one- and two-hour training sessions let you advance your education right from your own computer.

**ALOA Continuing Education (ACE).** ALOA brings more hundreds of full-day classes of instructor-led classroom training to members throughout the country.

**Computer-based testing.** ALOA provides computer-based certification exams that let you complete your certification by appointment at testing centers in your neighborhood.

**Scholarship opportunities.** ALOA members can apply for educational scholarships to supplement the cost of attending conventions, ACE classes and other industry-related professional development sessions.

**Legislative representation.** ALOA's legislation team works hard to ensure that you are well represented across the United States.

**Keynotes.** The award-winning, official monthly magazine of ALOA, *Keynotes* provides the news, tips and trends you need to grow your business in the security industry.

**ALOA's Electronic Weekly Update.** Our *Weekly Update* is your source for breaking industry news, as well as upcoming association events.

**FindALocksmith.com.** This powerful online search tool provides consumers with instant search results of qualified locksmiths in their neighborhoods.

**The ALOA Convention & Security Expo.** This annual, weeklong event hosts more than 100 world-class educational sessions, hundreds of exhibitors and thousands of attendees.

**Yellow Pages Advertising Program.** The

use of locksmiths, and a commercial spot they can use for their own business.

**Industry certification.** ALOA has certified more than 4,000 locksmiths nationwide with thousands more currently pursuing education.

New programs scheduled for release in 2013 include discounted insurance products; an ALOA data disk with manuals, codes, and other information that you use in your business daily; and manufacturer and distributor catalogs on flash drive.

You can manage your dues rates in either of these two ways:

**Go green.** ALOA members living in the United States or U.S. territories may opt to receive all ALOA communication electronically and pay a discounted rate of \$190 (U.S. funds). ALOA members living outside the United States and U.S. territories may opt and pay a discounted rate of \$160. Participants in the "Go Green! Save Green!" program view and print *Keynotes*, membership cards and certificates via the ALOA website in the Members Only section.

**Become a benefactor.** You may also apply for the ALOA Lifetime Benefactor Program, and lock in today's membership dues for the rest of your life.

Remember, you should receive renewal information in the next few weeks. Please e-mail [membership@aloea.org](mailto:membership@aloea.org) or call (800) 532-2562, ext. 219 or 214 if you do not receive it. The renewal rate for members living in the U.S. and its territories is \$210; renewal for members living outside the U.S. and its territories is \$230 (U.S. funds).



placement of the ALOA Branded Ad and Trademark column listing has taken a new turn. Members now receive solicitations and order forms via email based on actual publisher closing dates. Keep an eye out for them in your email inbox.

**Public service announcements.** ALOA offers members an exclusive public service announcement they can use to promote the



## ABLOY Intros PROTEC2

**A**BLOY RECENTLY INTRODUCED ITS ABLOY PROTEC2 locking system, designed to provide the highest level of security in sensitive private, commercial and government applications, according to the company.

"The ABLOY PROTEC2 is a rotating disc cylinder keying system that incorporates a number of newly developed and patented features for the ultimate in high-security protection," says Corbin Anderson, national sales manager, ABLOY Security.

ABLOY PROTEC2 locks feature a new disc controller and key design. The disc controller in the lock requires a moving element

in the key to mate with the cylinder internally in order to function, making it nearly impossible to copy a key. The cylinders are designed to be virtually pick- and bump-proof, with a patented DBS Disc Blocking System that prevents attempts to manipulate the cylinder's internal discs.



ABLOY PROTEC2 can be integrated with ABLOY's electromechanical CLIQ technology, which integrates electronic identification with mechanical functionality for an added level of security.

## Hollon Introduces New Units

**H**OLLON SAFE CO. HAS INTRODUCED several larger depositories, bringing its overall lineup to more than 90 SKUs. These new units come standard with an S&G dial or Hollon's IT7000 electronic lock; alternatively, customers may upgrade to an S&G 6120 or LG basic keypad.

In other news, the IT7000 has been upgraded with thicker wires, addressing any previous issues caused by thin wires when owners dropped the keypad abruptly when changing batteries. The unit also features multiple-user mode, an audit trail, time delay and concealed code mode.

All of Hollon's depositories feature anti-fish battle that prevents theft through the

deposit door; an internal sprint-loaded re-locking device; and four anchor holes to secure the safe to the floor.



Hollon Safe Co. recently introduced several larger depositories.

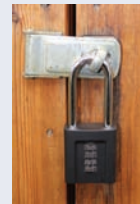
ALOA North Central Director Tom Ripp, RL (right), with Patrick D. Moseng, CRL (center), and Rebecca Hrobak from Combs & Associates, at E.L. Reinhardt Co.'s annual Event Under the Tent, which took place this year on August 16 in Vadnais Heights, MN, and featured products from a variety of industry suppliers.



## PRODUCT BRIEFS

➤ **Kaba Ilco Corp.** recently announced the Edge Cut Key Kit for the Tri-Code HS, which cuts standard edge-cut keys while providing all of the features of the Tri-Code HS. In other news, the company added a Magnetic Accessory Tray to store adapters, service pins, machine tools and easily misplaced items.

➤ **FJM Security Products** introduced four heavy-duty, all-weather combination padlocks (SX-873, SX-874, SX-875 and SX-876) with an ergonomic shape and larger, front-facing dials.



The shackles have no spring-loaded components and don't need a mandatory reset key or pin.

➤ **Kaba ADS Americas**, a manufacturer of access control and data system solutions, recently introduced the Time Key data capture terminal, which the company touts as "the most versatile integrated time and attendance and physical access control product in the market today." Time Key, which is designed for businesses with up to 500 employees, supports PINS, Smart Cards, and biometric (fingerprint) credentials.



➤ **Access Tools'** new Easy Off Twist Socket Set removes damaged or locking lug nuts without a key. With sizes to fit virtually every lug nut on the market, according to the company, the socket set works with an impact gun or breaker bar.



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These applicants are scheduled for clearance as members of ALOA. The names are published for member review and for comment within 30 days of this Keynotes issue date, respectively, to ensure applicants meet the standards of ALOA's Code of Ethics. Protests, if any, must be addressed to the ALOA membership department, signed and submitted via e-mail to [membership@aloea.org](mailto:membership@aloea.org) or via fax to 214-819-9736.

## We Need Your Help

**Attention, ALOA members:** Help us eliminate the ongoing industry problem of scammers by screening the new applicants listed on these pages. If you have questions or concerns about any of the applicants, please contact Mary May, member services manager, at (214) 819-9733, ext., 220, or e-mail [mary@aloea.org](mailto:mary@aloea.org).

# Introducing ALOA Latino!

ALOA is proud to welcome ALOA Latino, now offering education and networking opportunities for locksmith and security professionals in Latin America.

ALOA Latino's inaugural conference and exhibition takes place February 27-March 2, 2013, in Guadalajara, Jalisco, Mexico.

For more information, visit [www.aloealatin.org](http://www.aloealatin.org)

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## NOVEMBER 2012

Nov. 6-8

### Intermountain Lock & Security Supply's EML Expo

Classes: Nov. 6-7; Expo: Nov. 8  
Orleans Hotel and Casino, Las Vegas  
(800) 453-5386  
www.imlss.com

Nov. 7-10



### CLARK Security Products Southeast Regional Expo & Educational Conference

Expo: Saturday, November 10  
Orlando Airport Marriott, Orlando, FL

Nov. 8-9



### ACE: Safe Lock Manipulation

ALOA Training Center  
Dallas, Texas  
ALOA Education, (800) 532-2562, ext. 204  
education@aloea.org

Nov. 10-11



### ACE: Advanced Safe Lock Manipulation

ALOA Training Center  
Dallas, Texas  
ALOA Education, (800) 532-2562, ext. 204  
education@aloea.org

## DECEMBER 2012

Dec. 3-8



### ACE: Six-Day Basic Locksmithing Course

ALOA Training Center  
Dallas, Texas  
ALOA Education, (800) 532-2562, ext. 204  
education@aloea.org

## FEBRUARY 2013

Feb. 22-24



### ACE: Winter Education Weekend

Minnesota Chapter of ALOA  
Plymouth, Minnesota  
Dana Lee, CML, CPS, (612) 968-3257  
danaleecml@gmail.com

## MAY 2013

May 22-25



### ACE: SERLAC 2013 Locksmith Convention

Associated Locksmiths of America  
Tampa, Florida  
ALOA Education, (800) 532-2562, ext. 204  
education@aloea.org

## JUNE 2013

June 8-9



### ACE: Complete Door Closers; Exit Devices & Exit Alarms

Alabama Locksmiths Association  
Montgomery, Alabama  
Barbara McGowin, (205) 338-1150  
locksmithala@gmail.com

For a complete calendar of events, visit [www.aloea.org](http://www.aloea.org).

## Your Online Education

ALOA — in conjunction with STAM Multimedia, SecurityCEU and IFDIA — offers Web-Based Training (WBT) courses on the latest security technology, with member-only discounts that include:



- Around-the-clock access for learning at your own pace, in your own time
- Comprehensive and complete lessons with interactive audio/visual training
- Downloadable course notes
- ALOA PRP re-certification program points



For more information about legislative representation and other ALOA membership benefits, contact [membership@aloea.org](mailto:membership@aloea.org) or (800) 532-2562.

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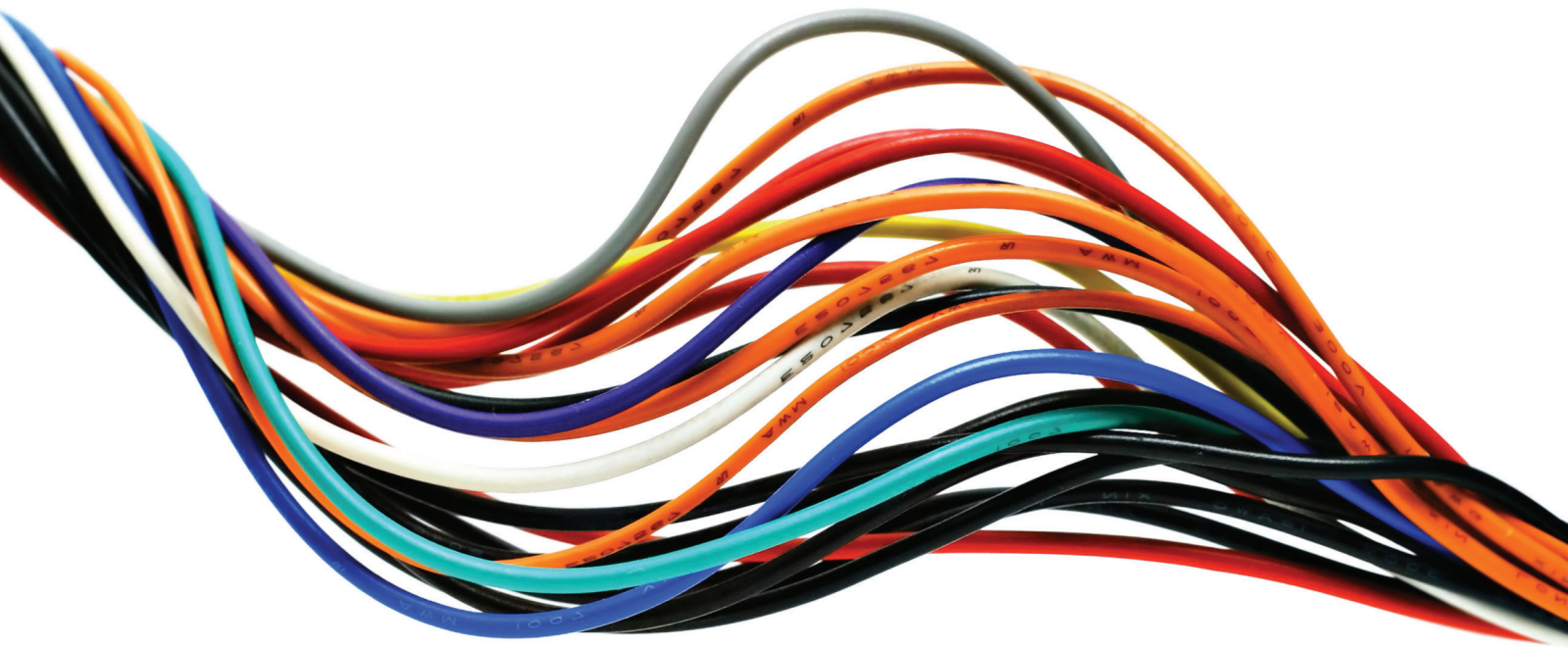
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# The Wire Roadway

A look at some of the choices available to locksmiths and electronic access control technicians.

**By Greg Perry, CML, CPS**

**T**HE HIGHWAY FOR ELECTRICITY IS WIRE, AND SWITCHES ARE LIKE DRAWBRIDGES over a river, allowing current to flow when they're closed. Wire provides the path, and the switches provide the control. There are thousands of types of wire, and probably tens of thousands of switches available in the world. This month, I'll focus on wire; next time, I'll look at switches.

Wire can be broken down by type in many ways, including the type of metal; the jacket or insulation; the wire's size or gauge; and application or use.

## Heavy Metal

I'll start with the metal used to make wire. Silver is the best conductor of electricity, with the lowest resistance. However, silver is expensive and it tarnishes, making it less conductive.

Copper is a close second for conductivity and is relatively inexpensive. It doesn't tarnish as much and is easy to make into a wire. Most wire used by locksmiths and in buildings is made from copper. Copper wire is often "tinned," or coated with a layer of solder, making it look silver.

Gold is the third-best conductor, but as you imagine, it would be prohibitively expensive to make into wire. Gold has a high resistance to tarnishing, so it's plated onto connectors and in some other applications.

In the 1970s, copper became expensive, and aluminum was used in homes. There are a couple of problems with aluminum. First, aluminum tarnishes easily — and the more it tarnishes, the higher the resistance,



creating heat. Over time, the resistance is so great that many homes actually had fires because of heat. This can be overcome with special connectors and special compound to prevent corrosion. The second issue with aluminum is that the wire size needs to be increased due to the higher resistance.

Steel has been used as a wire, primarily in high-voltage transmission lines because of its strength. Locksmiths will never use it in the field.

### Solid or Stranded

The second way to break down wire is by how the wire conductor is made — solid or stranded. In other words, is it one solid conductor or multiple strands of smaller wires combined together to create a larger wire (similar to how most rope is made)?

When cable is available in both stranded and solid, the difference generally has more to do with choice and cost or need, as opposed to function. Solid wire is less expensive; it's not as flexible and is easier to break. Most house wiring and most communication cable is solid wire.

Stranded wire is more flexible; it's a little more expensive, but I prefer it for most alarm and EAC applications because it doesn't break as easily. Breaking the wire during an install isn't a frequent problem, but it only takes one or two broken wires during an install to more than make up for the added cost.

The more strands of wire, the more flexible the cable. For example, welding cables have a large number of small wire strands. They need to be extremely flexible to withstand the constant movement and rolling up at the end of the day.

### Cover Me

The next method or way we'll divide cables is by the wire's jacket, or insulation covering. Most jackets are some form of plastic or rubber, although cloth and other special-purpose materials have been used. The jacket or material dictates the maximum voltage a

**"Copper is a close second for conductivity and is relatively inexpensive. It doesn't tarnish as much and is easy to make into a wire."**

cable can handle, oil resistance, wet or dry usage, and service life.

The most common wire used in homes is NM or non-metallic cable; the most common brand is Romex, which has a plastic jacket good for 600 volts and dry locations. Other building wire designations mostly used in commercial applications are THHN, a 600-volt-rated nylon jacket, and THWN, which is thermoplastic vinyl with a nylon jacket. Some extension cords designations are SO, a synthetic rubber oil-resistant; SJO, made from neoprene; and SJT, made from plastic.

The different jackets also factor into the flexibility of the cable. As a rule, rubber compound jackets are generally more flexible than plastic compounds. Again, many other compounds have been used for extension cords.

The jacket most common to the alarm and EAC technician is PVC, or polyvinyl chloride, the same stuff used to make water pipe. It's a great general-purpose jacket at a relatively low cost. It has good abrasion

resistance and is inherently flame-resistant. The disadvantage to PVC is that if it burns, it gives off toxic fumes, meaning it's not good for use in areas that move air — commonly referred to as plenums.

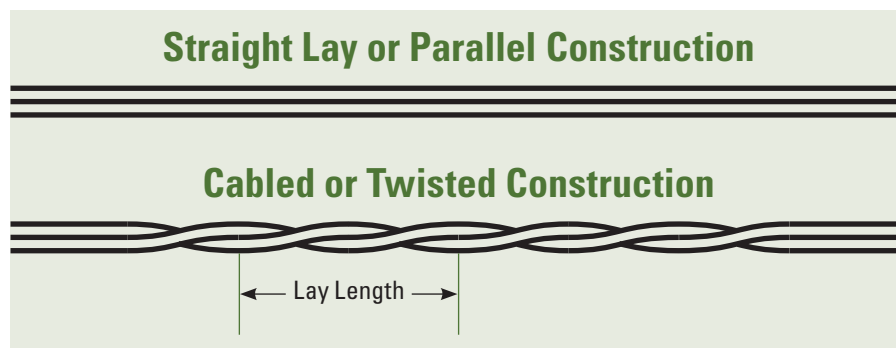
The most common plenum is a dropped ceiling used as a return air duct for HVAC. Keep in mind not all drop ceilings are plenums. Plenums require special wire, or plenum-rated cable that won't give off toxic fumes when burned. The most common plenum jacket is Teflon; Kynar is another plenum-rated jacket.

Can you guess why you shouldn't use plenum-rated cable for every job? That's correct — plenum-rated cable costs twice as much as no-plenum cable. However, if I were only going to carry PVC or plenum-rated cable on my truck, it would be a plenum-rated cable for repairs and small installs.

### A Look Inside

On cable that locksmiths use, the jacket's outside has some designations or writing, such as CL2, CM, CL2P and other letters indicating the wire's appropriate use.

- CL2 is a UL designation for use in a Class 2 circuit defined in the National Electric Code or NEC Article 725.
- CL2P means it's plenum rated.
- CL2R means it's acceptable for use in a vertical application between floors. The reason for riser wire is for fire spread; you wouldn't want wire to be the path for



One way to prevent electromagnetic interference is to twist a pair of wires together, commonly referred to as twisted pair, as opposed to straight lay. *Illustration courtesy of PR Dorschel & Associates.*

flames to spread between floors.

- CM is a UL designation for communication wire defined by NEC article 800. In this context, communication is generally telephone, telegraph and outside wiring for fire and burglar alarm systems. CM wire is also available in CMP for plenum and CMR for riser applications. (In most cases, wire has multiple designations.)

Inside the jacket are the individual wires, which also have an insulator made from the same material as the outer jacket to keep them from touching each other. Two, four, six and twelve conductor cables are common, each with their own color inner jacket (although other combinations are available).

Another thing you may find under the jacket is a shield, which is available in a braid or a foil wrap with a separate bare wire that connects to an earth ground; this wire is called a drain. Braided shields are common for audio and video applications in coax cable. The foil shield is more common for EAC applications and alarm keypads.

Understanding the shield's purpose requires a little background. All kinds of electrical devices give off electrical "noise," or

**"Stranded wire is more expensive, but I prefer it for most alarm and EAC applications because it doesn't break as easily."**

electromagnetic interference (EMI). The most common place you can hear this is while listening to AM radio and driving under high-voltage power lines. The radio suddenly has lots of static; you're hearing the electrical noise from the AC power line.

The shield prevents outside electrical noise from reaching the wires by intercepting the "noise" and sending it to the ground. Unless a factory tells you otherwise, the shield drain is always attached to ground at the control panel and floated or not connected at the other end, whether it is a reader, keypad or other device.

There are a couple of downsides to shielded cable. The first, as you might expect, is that price for shielded wire is higher. The second and perhaps more important down-

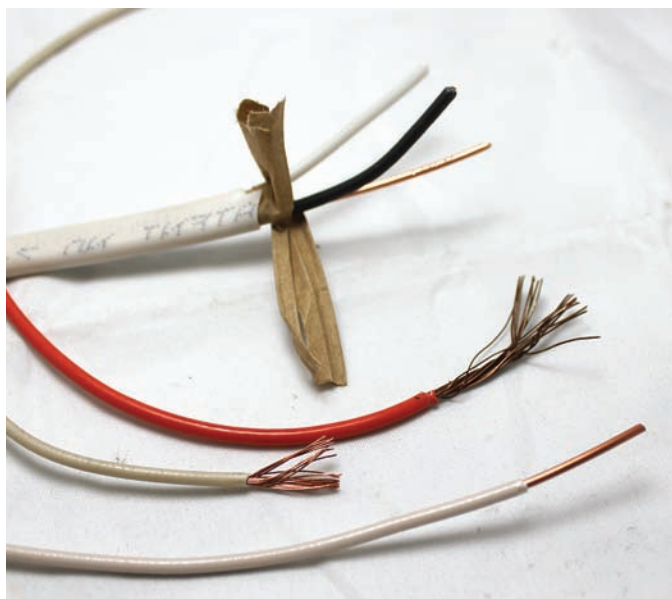
side requires a brief explanation. Two parallel wires will act as a capacitor or have some capacitance that varies depending on the distance between the conductors and the wire's length. Shielded wire tends to contain the capacitance, creating a charge on the wire that might interfere with communications on the wire.

The best analogy is an echo tunnel — capacitance might act like an echo, preventing the signal from being understood at the other end of a wire. Short distances of shielded wire probably won't affect the signal, but longer ones might. Unshielded wire tends to allow this capacitance to dissipate.

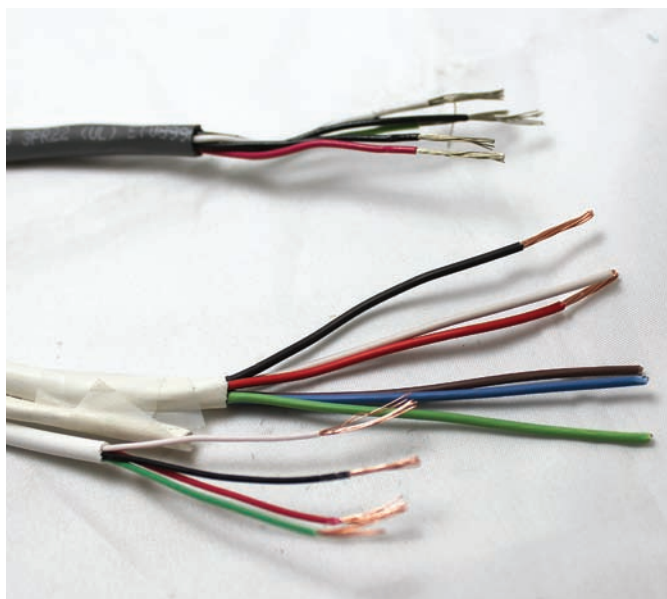
### Final Thoughts

What about metal conduit — is it a shield? The definition of a shield is a metal jacket, so a metal conduit is a jacket around the wire. Keep this in mind when troubleshooting; if you used metal conduit, this might be the problem.

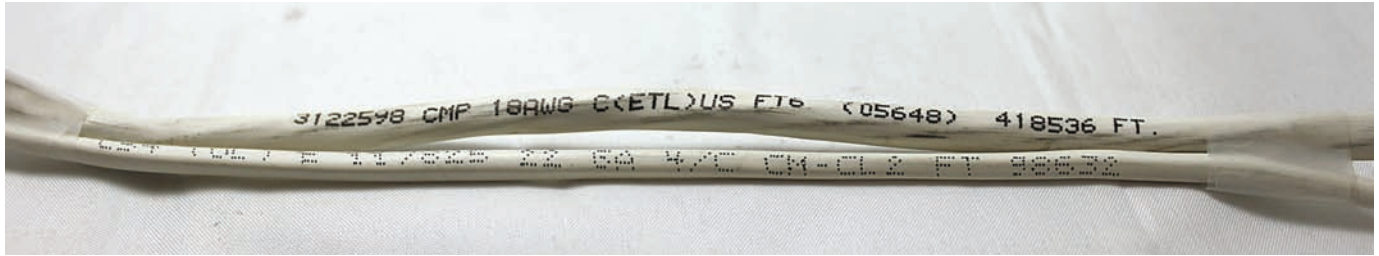
We once used some existing direct burial phone wire for an alarm system with eight separate keypads. The specifications for wire length were well under the require-



Typical building wire includes 2 conductor with a ground 14 gauge Romex solid wire (at top); stranded THHN (the two middle wires); and THHN solid wire, which needs to be installed in conduit.



Class 2 wire: 18 gauge stranded (the two top wires) and 22 gauge. All of these wires are copper, but the top is tinned, or covered in solder, which is silver in color.



The top wire's labeling indicates it is CMP 18AWG, or communication wire, suitable for plenum applications. The lower wire is labeled 22 GA 4/C CM-CL2, meaning it is 22 gauge, 4 conductor and rated for both communication and Class 2 applications. Without a P, it's not suited for plenum applications. Both cables have an FT or foot indicator, which many companies place on wire. They also place the ending number of feet on the box's outside, allowing you to know how much wire is left in the box or on the spool, as well as how much cable you're using on a job.

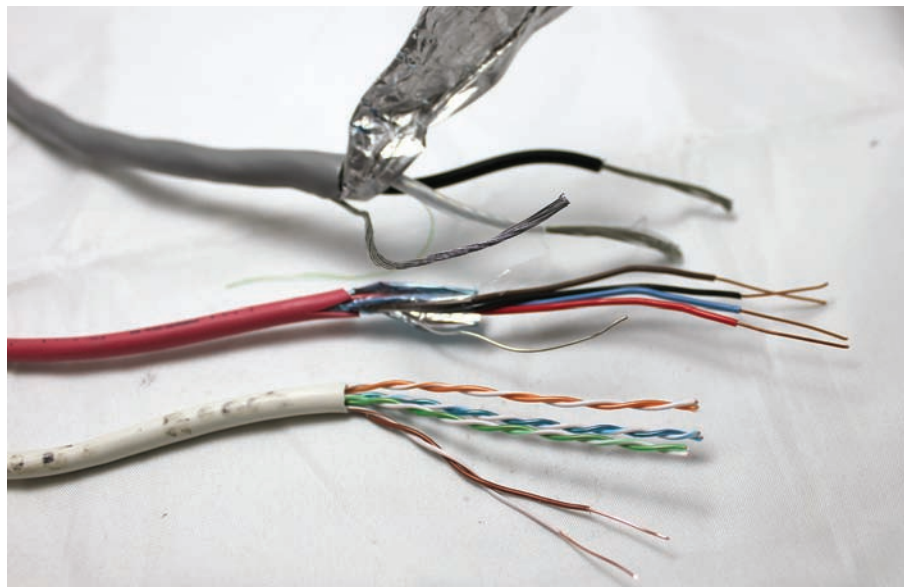
ments, but the keypad furthest away from the panel was sluggish. Enter the code and it would take about two seconds to turn on or off. Looking into the problem, we realized that the direct burial phone cable had a metal jacket around the cables to protect the wire from being cut by a shovel.

How do you know which type of wire to use? It's simple: Ask the factory, or read the instructions that came with the device you're installing.

A different way to prevent electromagnetic interference is to twist a pair of wires together, commonly referred to as twisted pair, as opposed to straight lay. The most common application for twisted pair is phone cable and computer cable. Twisted wire is rated or categorized by the tightness or distance between the twist.

CAT3 cable is common for general phone applications. CAT5, CAT5E (enhanced) and CAT6 are common twisted pair cable designations. The difference between them is the twist distance or lay length; the tighter and more consistent the twist, the faster signals can be on the cable. Use care when installing twisted pair cables, and follow the manufacturer's recommendations; stretching or bending them too tight can change their characteristics.

As you might imagine, wire comes in different sizes, or gauges. Generally wire is sized in even-number gauges. The bigger the number, the smaller the diameter of the wire; in other words, 18-gauge wire is smaller

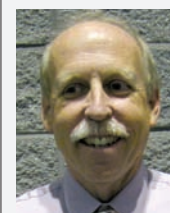


These cables are common for communication. The top wire is shielded 2 conductor 16 gauge. The middle wire is labeled FPLR, meaning fire, plenum, limited power, and riser wire with a shield. The last wire is CAT5, typically used for communication between computers or controllers; it's made up of four pairs of wires, each twisted together.

than 16-gauge wire. The bigger the wire, the more current it can handle. Think of it like a water pipe: The bigger the pipe, the more water that can flow through it.

This article only skims the surface of wire or cable knowledge. Fortunately your choices for cable can be simplified; just rely on your suppliers and the manufacturer's instructions to pick the right cable for you. That said, here are some general guidelines: Lock power cables use a minimum of two conductor 18 gauge; door contacts can use two conductor 22 gauge; and readers, motion sensors, keypads and other powered sensors or devices normally use four conductor 22

gauge. Keep in mind that most of the time, PVC jacket will work for non-plenum-rated applications. ☞



**Greg Perry** is a Certified Master Locksmith and Certified Professional Safe Technician, working in all phases of locksmithing. He has taught various locksmith topics for 10 years. He currently works in the public sector as a locksmith. He has worked in the hardware industry since 1975 in wholesale, retail and institutional settings. He has written extensively for locksmith magazines and is a four-time *Keynotes* Author of the Year. Any opinions expressed by Greg in his articles are his alone and do not reflect any official government position.





# IAIL CFL Listing for 2012

(As of 9/1/12)

Name	Membership Number	Recertification Date
Romaine, Timothy	441	8/12/2013
Nafis, Jeffrey R.	635	8/11/2013
Paluski, Stanley	476	6/27/2013
Dorder, Alvin	206	6/27/2013
Seroogy, Thomas	542	11/16/2013
Haynes, Peter	524	6/11/2011
Ware, Thomas	273	6/30/2014
Oliveria, Liberal	369	1/21/2015
Whiting, Keith	285	10/14/2014
Payne, Alan	61	11/18/2011
Demont, Tom	12	5/7/2014
Cliff, Ronald	361	6/1/2012
Coulombe, Ronald	399	6/7/2015
Culver, Mark	591	6/16/2015
VanDenburgh	614	6/17/2012
Kushnick, William	508	6/15/2015
Sixberry, Edward	471	6/20/2012
Anderson, Rene	401	6/26/2012
Costa, Jonathan	456	10/8/2015
Shiles, Donald	2	11/15/2012
Hennings, Glenn	165	11/15/2015
Vitty, Ken	47	11/15/2015
Miller, Herbert	45	11/15/2015
Squires, Ross	387	2/10/2013
Ames, Mark	429	7/20/2015
Lange, Jeffrey	259	3/3/2013

Name	Membership Number	Recertification Date
Miller, Steven	606	3/19/2013
Pacheco, Richard	370	4/8/2013
Drew, David	108	5/6/2013
Lyons, Dennis	347	5/17/2013
Paulino, Robert	349	5/17/2013
Levine, Jerome	478	6/12/2013
Rose, Charles	592	7/1/2014
William Petley	113	7/10/2015
Rick Shuford	774	7/10/2015

The above roster shows the current status of all CFLs, along with their current CFL expiration dates. If your name is highlighted, you are either long overdue to recertify or will be overdue by the end of November, 2012. If you intend to recertify, please forward your letter requesting to recertify; all documentation to show that you have been active as a CFL since your original or last recertification; your current Curriculum Vitae; and a check made payable to the IAIL in the amount of \$50, to:

Ken Vitty, CML, CFL, CFI  
IAIL Chair, Certification committee  
PO Box 1287 Ocean Gate, NJ 08740

Dues must be current, and you must have attended one IAIL/ALOA Convention in the past three years.

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MS119-G-CK



MS911-G-CK



MS912-G-E



MS129-G-E



MS912-G-CK



Model	Approximate Outside Dimensions			Approximate Inside Dimensions			Approximate Weight (lbs.)	Mfg. Suggested Retail Price
	H	W	D	H	W	D		
<b>MS911-G-CK</b>	11½"	15¼"	12½"	8½"	12"	8½"	61	\$290.00
<b>MS911-G-E</b>	11½"	15¼"	12½"	8½"	12"	8½"	61	\$365.00
<b>MS119-G-CK</b>	15¼"	11½"	12½"	12"	8½"	8½"	61	\$290.00
<b>MS119-G-E</b>	15¼"	11½"	12½"	12"	8½"	8½"	61	\$365.00
<b>* MS912-G-CK</b>	13½"	16¾"	15¼"	9½"	12¾"	10¼"	85	\$325.00
<b>* MS912-G-E</b>	13½"	16¾"	15¼"	9½"	12¾"	10¼"	85	\$415.00
<b>* MS129-G-CK</b>	16¾"	13½"	15¼"	12¾"	9½"	10¼"	85	\$324.00
<b>* MS129-G-E</b>	16¾"	13½"	15¼"	12¾"	9½"	10¼"	85	\$415.00
<b>* SS1612-G-CK</b>	20"	16¼"	17½"	14½"	12"	12½"	140	\$475.00
<b>* ES1612-G-E</b>	20"	16¼"	17½"	14½"	12"	12½"	140	\$550.00

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# 3 Common Website Mistakes

Are you inadvertently sabotaging your company's Internet presence?

**By Kelly Meenaghan**

**U**NDERSTANDING THE VALUE OF CREATING A PROFESSIONAL WEBSITE, MANY LOCKSMITHS have taken the necessary first steps to create an effective business strategy online. However, these first steps may be irrelevant if the business owner is making mistakes during the creation and management process. He may be unintentionally sabotaging his online reputation by making decisions that provide negative or no effect on their Web presence.

A successful website can capture customers' attention, provide relevant information and ultimately increase profits. Being aware of common mistakes that influence a site's effectiveness with consumers helps you determine if you need to reevaluate your on-line approach.

## 1. Being Flashy

Convenience and availability are two key advantages that fuel the Internet's success and popularity. When consumers encounter a business website that lacks availability, such as restricted pages or unexpected downtime, their negative experience reflects directly onto that business. Poor uptime is significantly damaging to a business's reputation, as a company's website is often their first impression to potential customers.

In fact, 1&1 Internet Inc. recently conducted research showing that 53% of U.S. consumers become frustrated and stressed when forced to deal with unreliable websites. Additionally, a surprising 58% are unwilling to use that business again in the future. Prevent such disappointment by analyzing your current website design to ensure strong functionality.

Slow speed is often a factor in consumers' decisions to work with a business. The time spent interacting with your website, for better or for worse, generates emotions that they automatically associate with you. One way to prevent slow loading times and negative perceptions is to restrict the amount of demanding content on the site, like the amount of Flash videos used. Limit your site to one Flash video — a customer testimonial, for example. If you want to showcase additional videos, provide a link to a professional YouTube page.

There's also the option of backing up your website with redundant hosting. Some Web hosting companies have multiple levels of redundancy to ensure optimal reliability and maximum uptime.



Redundancy technology, like dual hosting, houses your website on two separate and synchronized servers. Additionally, the servers are located in two separate data centers in different geographical regions. If the first location is suddenly interrupted, the site will automatically continue running smoothly on the second location without losing any data.

## 2. Misusing Images

Images are a great tool to illustrate your company's specific skills. Consider adding photo galleries of past projects to showcase your capabilities. By omitting such relevant or attractive images, you miss the opportunity to attract customers and maintain their interest.

Images are a real-life representation of your company and should be leveraged as a tool to represent professionalism and skills. Photos of employees allow customers to see who will be visiting their home before they arrive, allowing them to feel safe and comfortable. This is a great method to build trusting relationships with customers.

## 3. Not Updating

Too often, businesses neglect their website once they're online. Some think that once the site is online, their work is done. However, providing outdated contact information, promotions and services leads website visitors to think that your business may no longer be in existence. To prevent this perception from developing, regularly manage and update your online content.

As previously mentioned, 58% of consumers are less likely to use a company again if they experience a faulty website. To avert a negative experience with your site, regularly check that all links are working sufficiently on each page, including external and internal links. Some links become nonfunctional over time and need to be regularly checked to ensure that you're not leading interested visitors to an empty or incorrect location.

Web presence is an essential strategy to advocate your business in a positive manner that attracts, informs and attains a large amount of customers. However, without maintaining an effective professional website, you may be unintentionally damaging your business online. If you're making any of the mentioned mistakes, consider making changes to your site's content. The mission of your website should be to attract visitors, not deter them. 📞



As a manager for 1&1 Internet, Inc., **Kelly Meenaghan** is an industry specialist providing expert advice on how SMBs can grow their business online through websites and online marketing methods. 1&1, a global leader among Web hosts, provides companies with the tools necessary to get online and be successful. For more information visit [www.1and1.com](http://www.1and1.com) or learn about how you can drive success for your locksmith business at [success.1and1.com](http://success.1and1.com).

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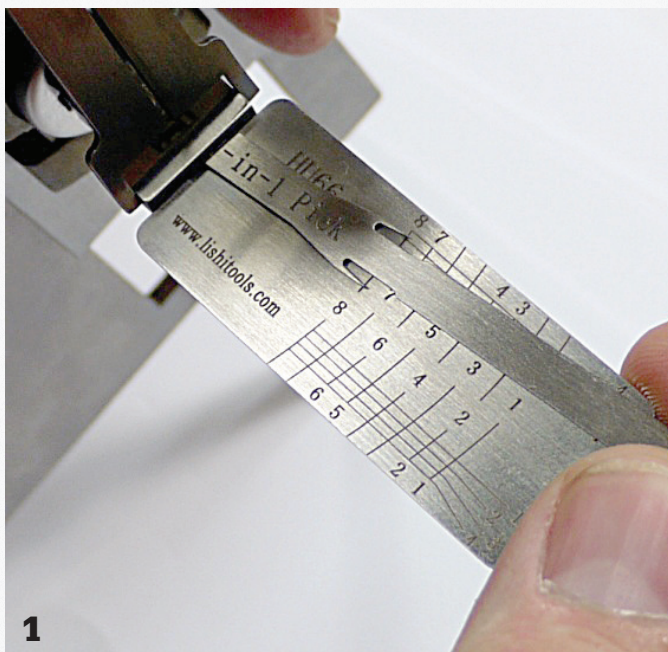
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## Three different types of metal fasteners or connectors, likely for automotive use, shown side-by-side. The first is a circular metal plate with a central slot. The second is a similar plate with a different slot design. The third is a more complex, angular metal piece with a central slot.

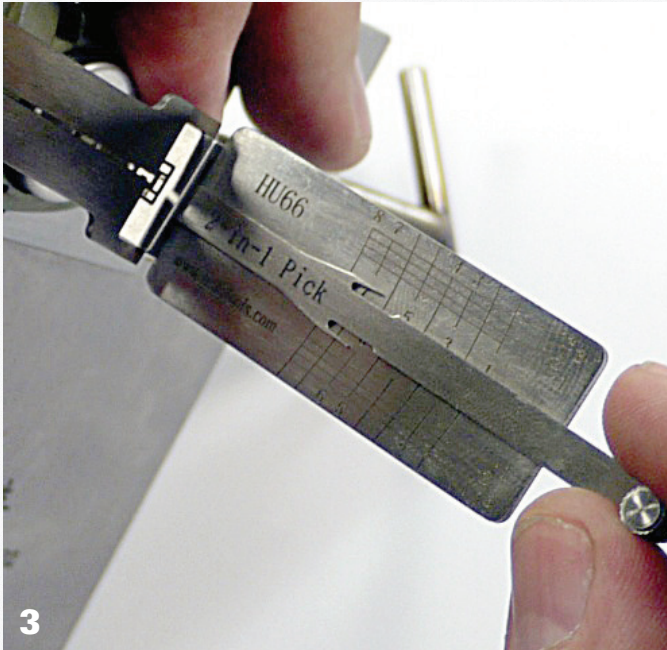
Generations 1 and 2 are harder to tell apart externally. The only

You can determine the wafer configuration by fully inserting the 2-in-1 pick into the lock and feeling the wafers. First find the springy wafer in position 1; then feel for a second springy wafer in position 2. If the wafer in position two is in the opposite side from the wafer in position 1, you have a Generation 1 lock. If the wafer in position two is on the same side, it is Generation 2 or 3 lock.

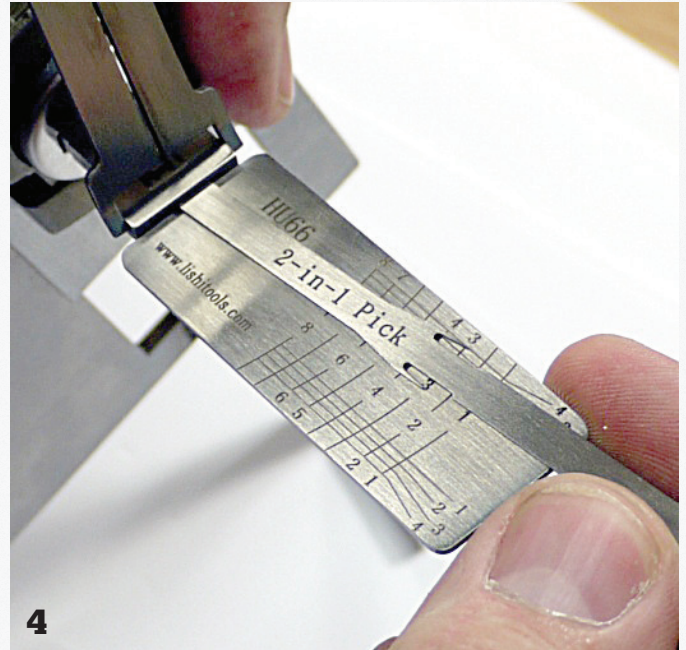


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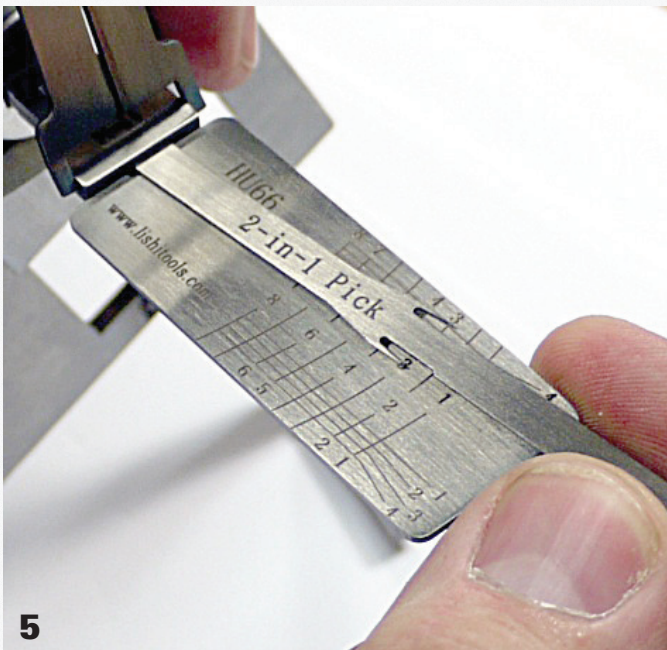




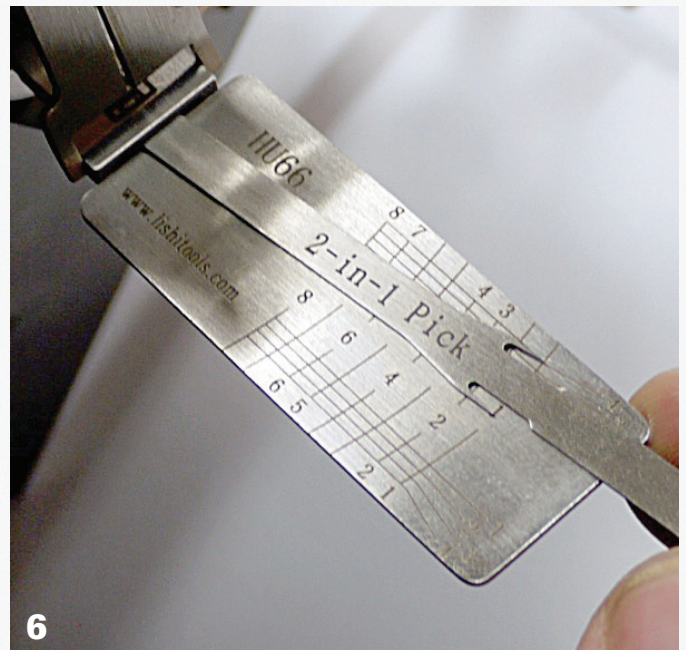
Next, maintain firm, medium tension, and concentrate on picking positions 2, 3, 6, and 7 in their binding order. Here, position 7 was the first to bind and pick.



Position 3 was next to bind and pick — and the lock opened. Positions 2 and 6 didn't need to be picked, confirming that they are number 4 cuts.

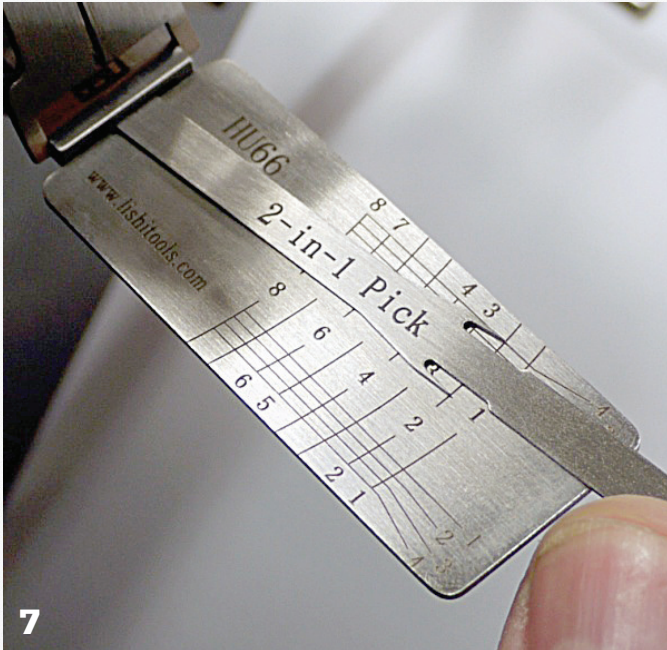


Holding the lock in the picked open position, begin the decoding process.

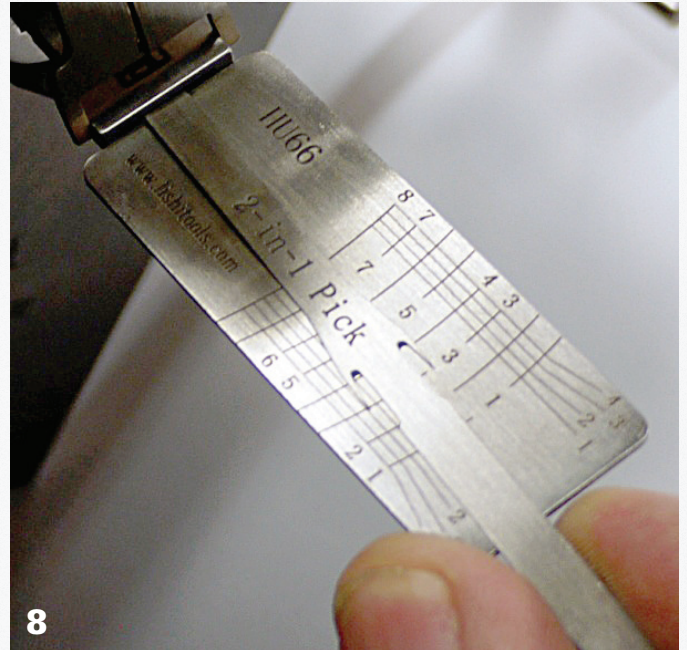


We already know that positions 1, 2, 5 and 6 are number 4 cuts. Next we read the remaining cuts in the opposite direction to which they were picked. Position 1 read as a No. 4 cut.

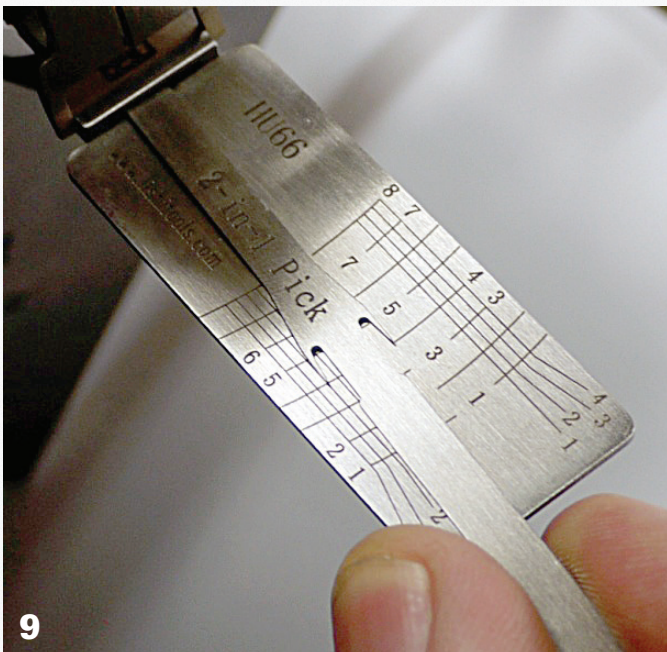




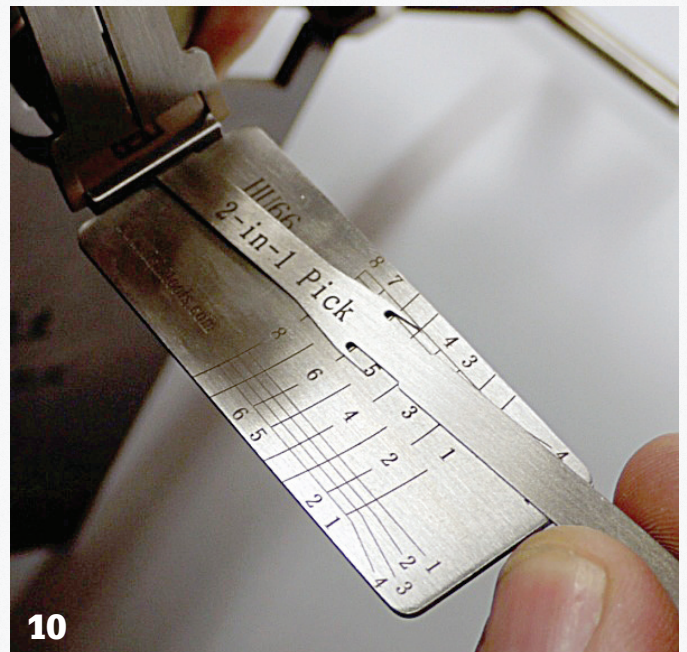
Position 2 read as a No. 4 cut.



Position 3 read as a No. 2 cut.

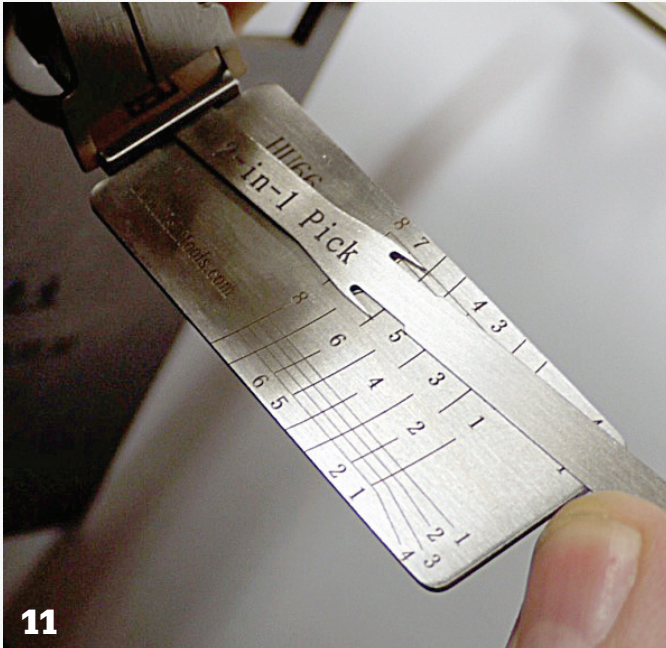


Position 4 read as a No. 2 cut.

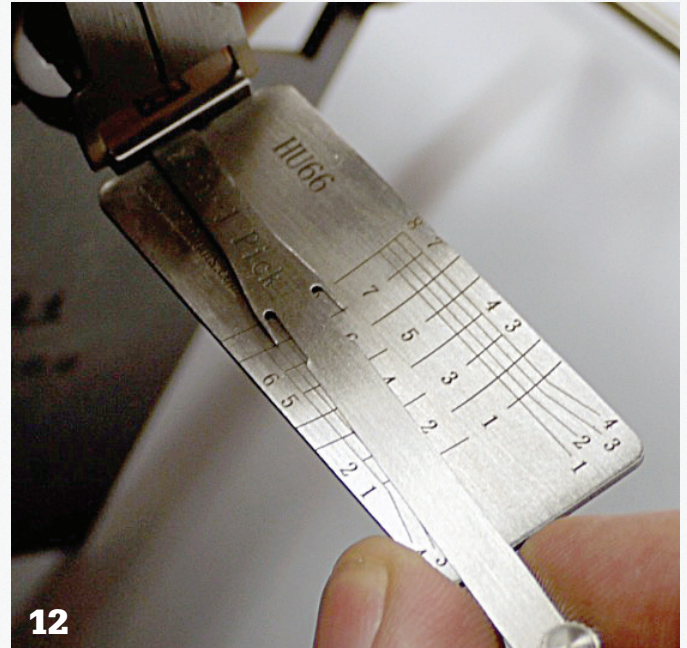


Position 5 read as a No. 4 cut.

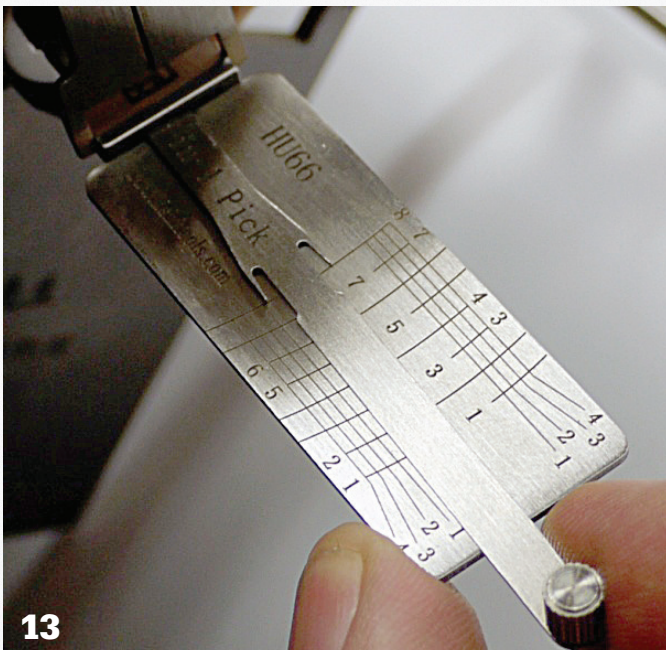




11  
Position 6 read as a No. 4 cut.



12  
Position 7 read as a No. 3 cut.



13  
Position 8 read as a No. 1 cut.

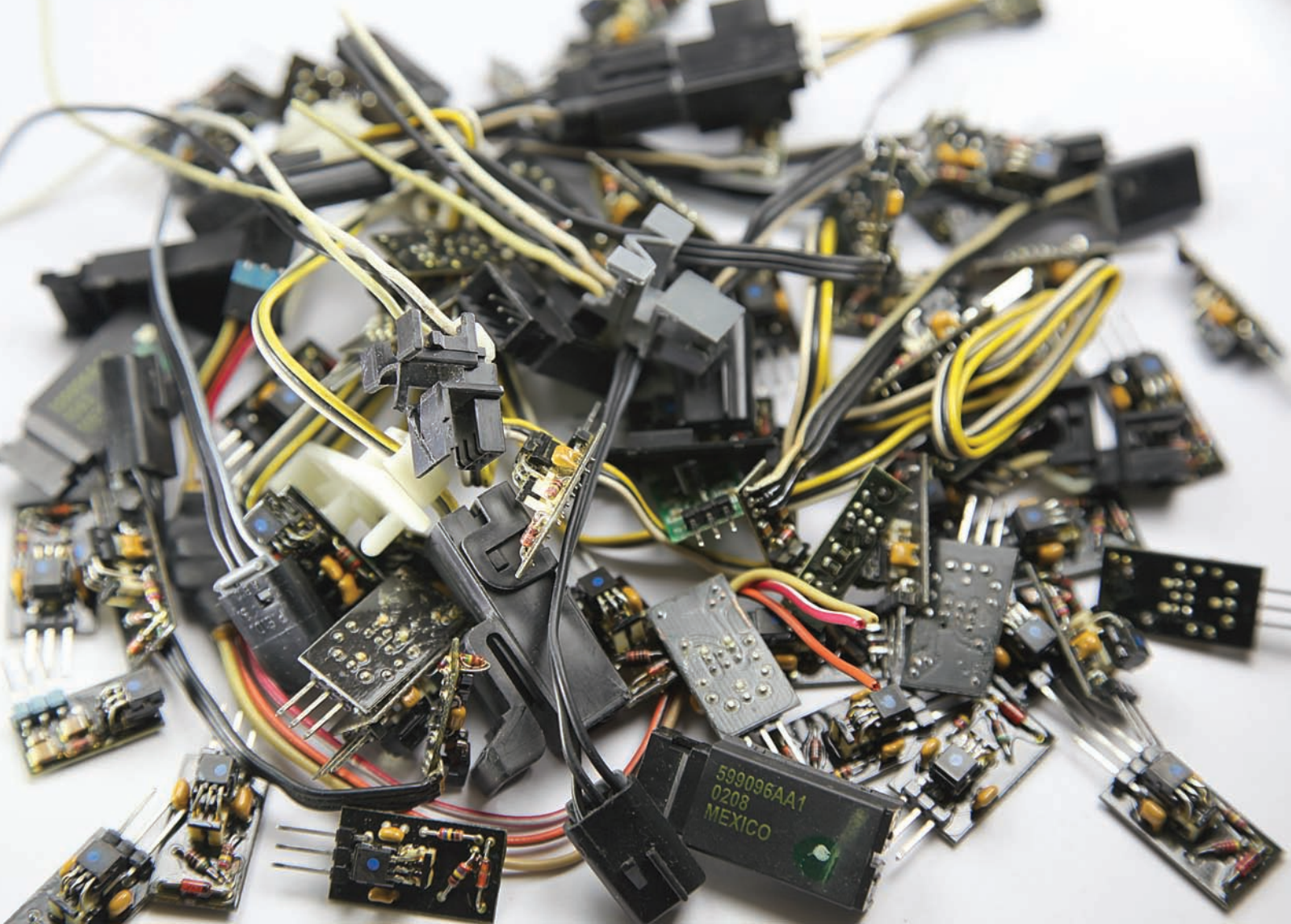
With each position decoded, you now know the cuts of the key. Remember, the cuts run from the bow end at position 1 to the tip end at position 8. The key cuts for this lock from bow to tip are 44224431. All that's required now is cutting a key by code and programming it to the car. ☺

**For more details on how the Genuine Lishi 2-in-1 pick/decoder interacts with the HU66 lock; where the wafers are and which way they move; and which lever on the tool moves which wafer, see page 30 of the *Genuine Lishi 2-in-1 User Guide Volume 2*.**



**Martin Pink** of Rapid Locksmiths, Nottingham, England, is held in high regard among locksmiths around the world. He has had a hand in developing many advanced locksmith and auto locksmith tools and was named the *Locks and Security Magazine's* Locksmith of the year in 2011. He runs Genuine Lishi training courses and has held demonstrations at shows around the world.





# Understanding the General Motors Passlock

**David Taylor** explains how to diagnose this passive anti-theft system.

**P**ASSLOCK IS A PASSIVE ANTI-THEFT system used by General Motors. There are two generations, called Passlock (or Passlock I) and Passlock II, neither of which is to be confused with General Motors' original anti-theft system called PassKey (a resistor embedded into the key). This article looks at Passlock II dash-mounted locks.

Passlock systems use a standard key with no electronics contained in the head or blade; rather, the electronics are contained in the lock.



## How it Works

With a few variations, the systems operate in this basic manner:

When the driver attempts to start the car, a magnet contained in the lock plug passes by a Hall Effect sensor (see Figure 1), which is crimped into the lock housing and located under a black plastic shell. The magnet is held in the plug by a piece of white plastic (Figure 2).

When the magnet passes by the sensor, it releases the code stored within to the body control module (BCM). The BCM interprets

**“The tamper sensor’s placement makes it almost impossible to avoid activating the tamper function with a magnet.”**

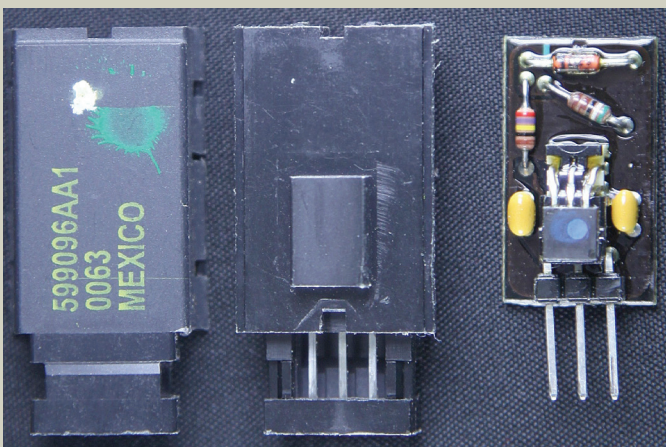
the signal and allows the power control module (PCM) to start the engine. Figure 3 and 4 show two sensors programmed with

different security values; there are only 10 values possible.

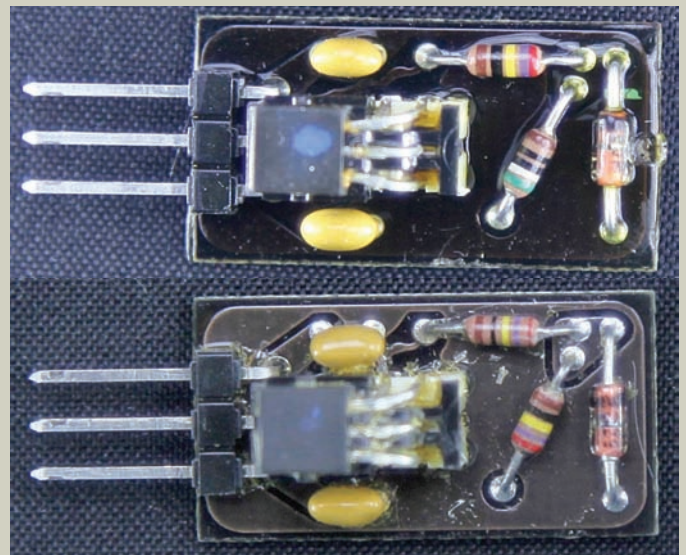
Thieves and enterprising repo men learned quickly that a magnet placed in the proper position bypassed the security intended by the original Passlock system (Figure 5). To help thwart this, a second tamper sensor was installed facing out from the lock housing. If a magnet is placed by the housing with a Passlock II lock, the tamper circuit is activated and the car won’t start. The tamper sensor’s placement makes it



**Figure 1.** When the driver attempts to start the car, a magnet contained in the lock plug passes by a Hall Effect sensor.



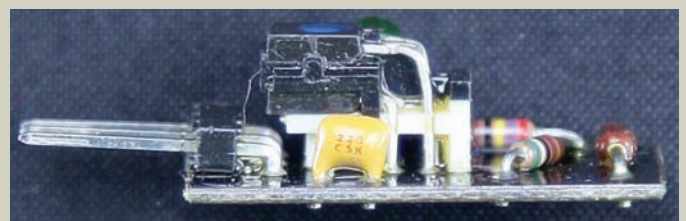
**Figure 2.** Here you can see both sides of the plastic shell, and the sensor (marked with a blue dot) removed from the shell.



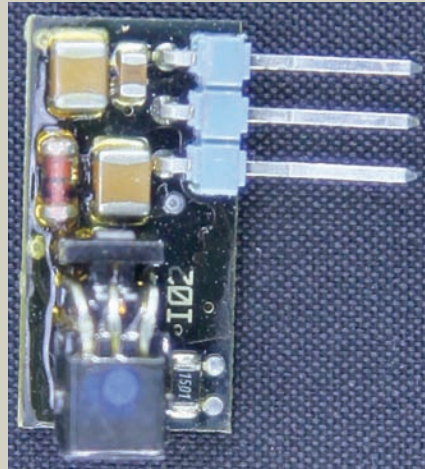
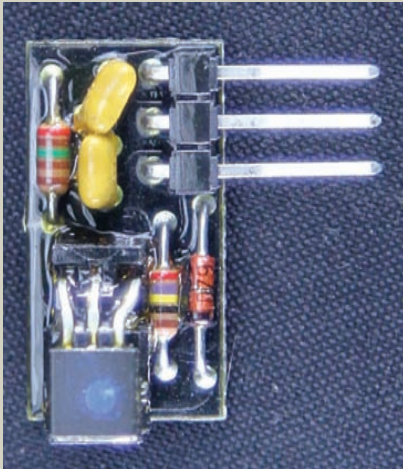
**Figures 3 and 4.** These two sensors are programmed with different security values.



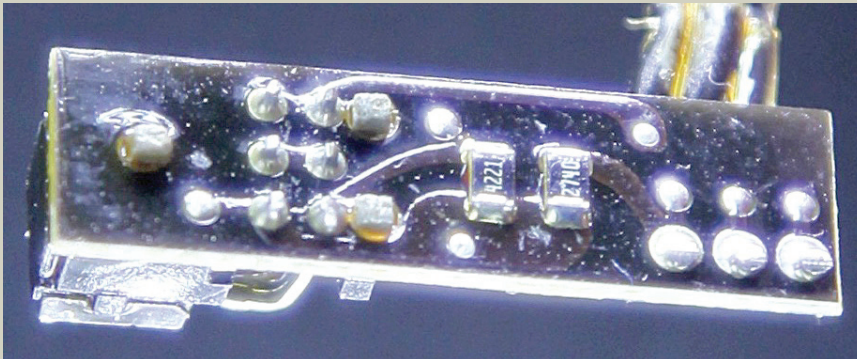
**Figure 5.** Shown here is a Passlock I circuit board with one sensor (marked with a green dot) and one resistor.



**Figure 6.** Two sensors are stacked on top of each other.



**Figures 7 and 8.** Shown here are sensors from a General Motors CSS column. The small, black component imprinted with 1501 is the security resistor. The tamper resistor is on the other side of the board and is printed with 2740.



**Figure 9.** On this Passlock II sensor from a modular column lock, both resistors are on the same side.

VALID CODE #	PASSLOCK 2 RESISTOR BAND COLORS					RESISTANCE	SMT	TAMPER + SECURITY
1	RED	VIOLET	YELLOW	BLACK	BROWN	274 Ohms	2740	548 Ohms
2	GREEN	WHITE	BLACK	BLACK	BROWN	590 Ohms	5900	864 Ohms
3	BROWN	BLACK	BLACK	BROWN	BROWN	1.000 kOhms	1001	1.274 kOhms
4	BROWN	GREEN	BLACK	BROWN	BROWN	1.500 kOhms	1501	1.774 kOhms
5	RED	BROWN	GREEN	BROWN	BROWN	2.150 kOhms	2151	2.424 kOhms
6	ORANGE	BLACK	BROWN	BROWN	BROWN	3.010 kOhms	3011	3.284 kOhms
7	YELLOW	RED	RED	BROWN	BROWN	4.220 kOhms	4221	4.494 kOhms
8	GREEN	WHITE	BLACK	BROWN	BROWN	5.900 kOhms	5901	6.174 kOhms
9	GREY	BLUE	BLUE	BROWN	BROWN	8.660 kOhms	8661	8.934 kOhms
10	BROWN	ORANGE	VIOLET	YELLOW	BROWN	13.720 kOhms	1372	13.994 kOhms
TAMPER	RED	VIOLET	YELLOW	BLACK	BROWN	274 Ohms	2740	

WIRE COLOR	
YELLOW	SENSOR RETURN
BLACK	GROUND
RED/BLACK	GROUND
WHITE	DISREGARD
RED/WHITE	DISREGARD

**Figure 10.** Use this chart to help diagnose the system.

“When the magnet passes by the sensor, it releases the code stored within to the body control module, which interprets the signal and allows the power control module to start the engine.”

almost impossible to avoid activating the tamper function with a magnet.

Figure 6 shows a side view of the two sensors stacked on top of each other. The circuit board contains two Passlock sensors, two resistors and other various components. One resistor is called the security resistor; the other is called the tamper resistor. When the system is operating normally, the sensor combines the resistance of the security and tamper resistors, and sends that information to the BCM. The original Passlock system simply released the single resistance value to the BCM.

Figures 7 and 8 show sensors from a General Motors CSS column. Standard resistors have colored bands that relate to their unique resistance value. Later surface mount technology (SMT) resistors have a number printed on them (Figure 8).

Figure 9 is a Passlock II sensor from a modular column lock. Both resistors are on the same side. In this example, the security resistor is printed with 4221, and the tamper is 2740.

## Diagnosing the System

Problems arise when an incorrect or incomplete signal is sent from the Passlock sensor to the BCM. If the correct signal isn't received, the car stays in an immobilized state, preventing theft of the vehicle. Since this is a passive system, the owner never has to remember to turn it on.

A scan tool known as a Tech II is the



factory tool used to diagnose the Passlock system, as well as all other systems on the car. With this tool, a tech can determine things such as the code sent from the sensor to the BCM, and if the sensor is receiving the correct voltage. This is an expensive, dedicated dealer tool and is not owned by many technicians.

The accompanying chart (Figure 10) will allow you to diagnose the system. The resistance value can be determined from the circuit board, and a resistor can be temporarily installed. On all Passlock II systems, the correct resistance is a combination of two resistors; therefore, it's important to add the values for the security and tamper to calculate the proper value. Resistance can be determined by removing the sensor and reading the colored bands or SMT marking.

The part that fails most commonly is the lock with sensor attached. With a simple

**“Remove the wiring harness completely from the lock and add the resistor with the proper value between the yellow and ground.”**

procedure, it's easy to determine if the lock is at fault, or if there's some other problem. Each sensor has three wires connected to it. The white or red/white wires are 12V and are ignored in this test.

The other two wires can be two combinations: either yellow and black, or yellow and orange/black. The yellow is a lower-voltage wire, and the black or orange/black is a ground path. Remove the wiring harness completely from the lock and add the resistor with the proper value between the

yellow and ground.

The wiring harness can be accessed either by the lock or at the BCM. If the lock is easily accessible, it's a simple matter of inserting the legs of the proper resistor into the connector for the sensor. Keep in mind that in some trucks and vans, the BCM is under the hood. Most trucks have the BCM under the steering wheel, while most cars have it behind the glovebox.

Either way, it's a winning situation for the locksmith: less time to diagnose the system and a faster repair. ☺



**David Taylor** has a background in all aspects of locksmithing but enjoys the unique challenges of automotive work. He has been a full-time locksmith for more than 30 years and a PUREAUTO instructor for 10 years.

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# REVOLUTION ON A REVOLTING DOOR

**Tom Gillespie CML, CIL, CCL**, installs the Arrow Revolution on a dilapidated door in dire need of help.

**W**HENEVER A NEW LOCK product hits the market, it usually takes time to filter down to the point where we actually go out and install one. Although the Arrow Revolution lever lock has been out for a while, we only recently had the opportunity to sell and install one.

A local medical office had the problem of an employee door on the backside of a building that needed help. The door had a worn-out, economy-priced rim exit device activated with an old mechanical push-button lock.

The problem they were having was that one or more of the employees had brought an Allen wrench from home and was constantly locking down the bar, allowing free access to anyone. Also, the mechanical push-button lock had a broken return spring. This created a situation where unless the turn knob was manually returned to the original position, the outside unit remained unlocked.

When we were called to the job, the work was “partially completed.” That means the maintenance man had removed the old bar and push-button lock, gone to the local big box store and purchased a new residential-grade entrance handle set to solve the problem, but couldn’t figure out how to install it.

We obviously started with an empty door (and what a door it was).

We spoke with the manager and decided on an electronic lock with multiple codes, and one that had the ability for the manager to change codes easily. We decided to go with the Arrow Revolution lever, the Version 1, Generation 1, which was originally rated as a Grade 2. The latest offering is the V1, Generation 2, which is now a full Grade 1-rated lever. This is a clutched lever, preventing an over-torque condition. (In addition to the standard Arrow lever cylinder, the Revolution will accept most standard KIK/KIL cylinders in various key sections, and is also available in SFIC format.)

The Quickstart Guide is well written and

the instructions are easy to follow. Pin codes can be from 4 to 12 digits in length. There is no factory default code, so a master code must be chosen and entered before any user codes can be set up. The star key (\*) is used to accept a pin code entry and to conclude a programming session.

The pound key (#) is used to continue entering additional steps during programming.

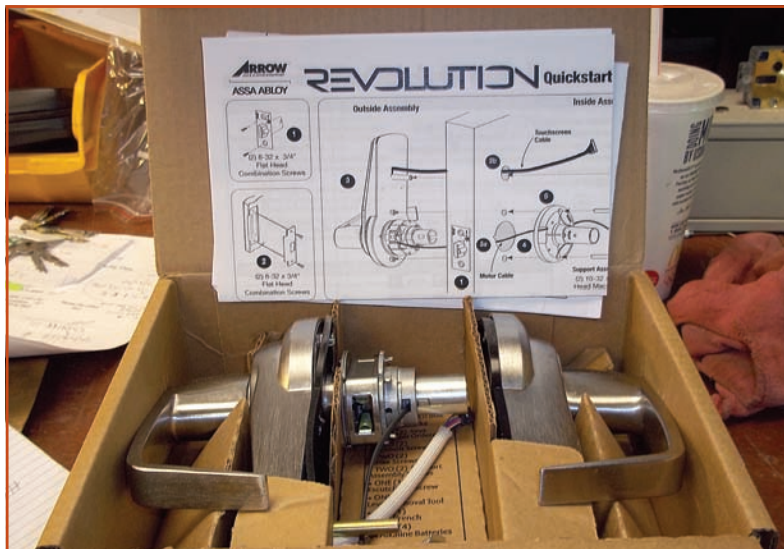
For simple applications (where a single code is used by all employees), the programming switch is set to the “Easy” position. For more options and individual pin code application, the switch is set to “Advanced.” Up to 255 PIN Codes can be used and split between managers, users and groups.

The advanced programming allows manipulation of features such as controlling passage mode, silent mode, language setting mode (French/English/Spanish), all code lockout mode and user lockout mode. In addition, the adjustment of re-lock time, wrong code entry limit and shut down time can be controlled through programming.



### Arrow Revolution Lever.

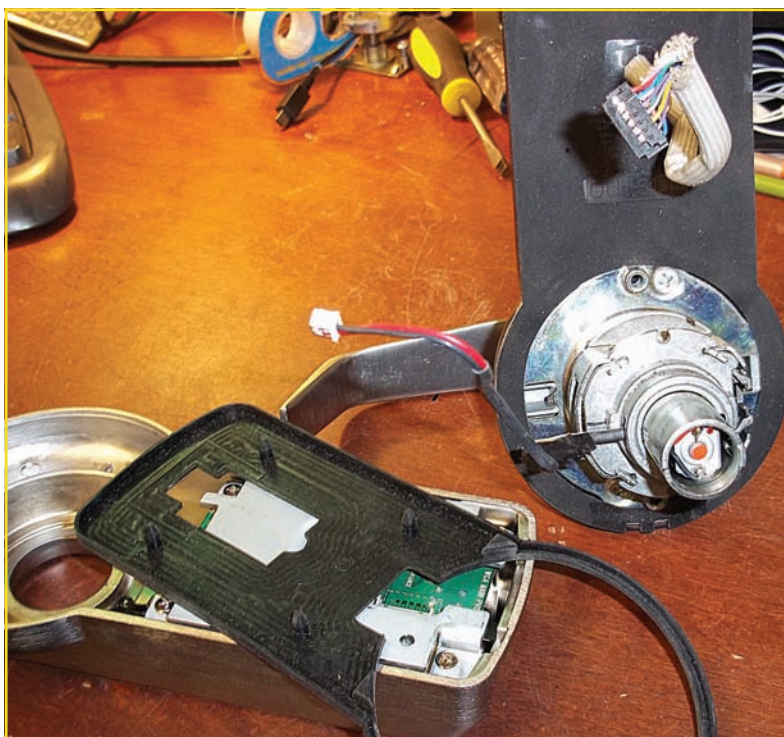
The Revolution lever has evolved from a Grade 2 (Generation 1) to a Grade 1 (Generation 2). All of the literature and reports I've read indicate the lever and the Arrow Revolution Deadbolt have been well received by the industry.



**Factory Packaging.** The lock is well packaged and mostly sub-assembled when you receive it. If you read the directions, you will find that in most cases you need to do very little to the lock prior to installation. If the door is extra thick, it will require slight modification of the lock using the existing parts.

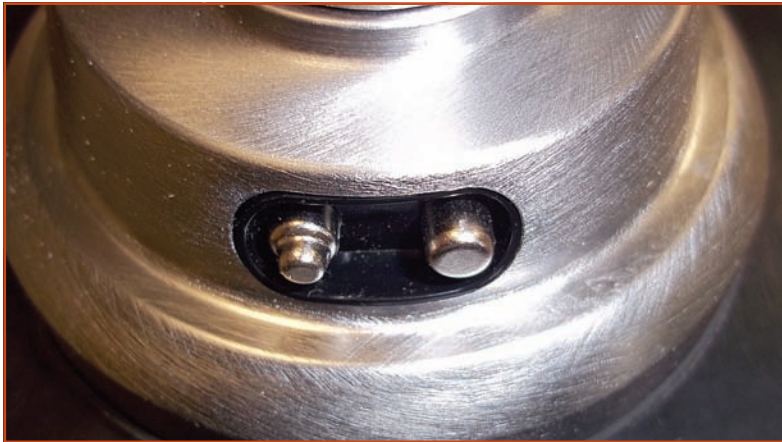


**Blank Touchscreen.** This lock is unique in the way the numerical buttons are displayed. When you place three fingers or your palm across any part of the blank screen, it activates to display the numbers. After waking up the lock, the access code is entered, followed by the "star" button. You hear the motor withdraw the blocking lug and activate the lever for entry.



**Rubber Weather Barrier.** A pair of flexible, black rubber weather spacers is included with the lock. Installing these prevents moisture from entering the circuitry. Carefully stretch these into the proper position when the lock is in the final installation process.





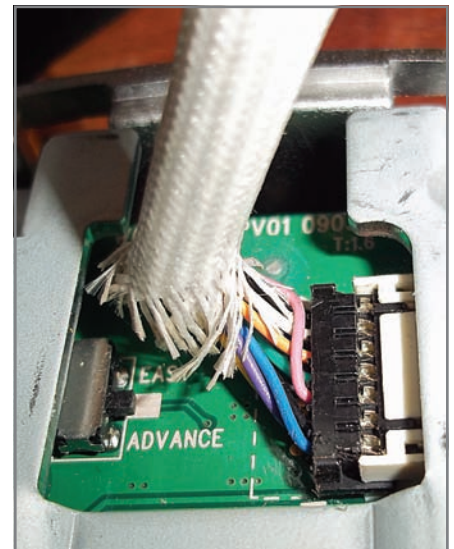
**Emergency Power Port.** Although the lock is designed with a low-battery warning, there is a provision for a complete battery failure when this is the only door into a room. On the outside bottom of the lock body is a pair of contact points. By holding a standard 9-volt battery to the terminals in the proper alignment, the power is fed to the lock, allowing entry. Access to the standard battery pack then provides the chance to replace the batteries.



**Electric Motor.** The small servomotor is built into the center shaft housing. There's no need for the technician to service this part.



**Internal Speaker.** A small speaker allows the user to listen to spoken commands when programming the lock. It will walk through a step-by-step sequence to get the job finished. This feature is especially helpful if you use the advanced mode.

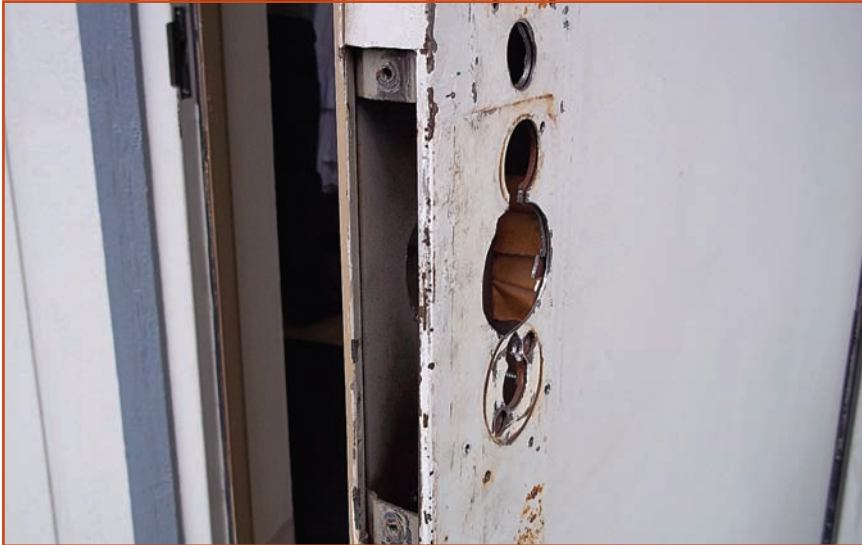


**Touchscreen Cable.** The 7-pin ribbon cable allows communication between the outside touchscreen assembly and the circuitry. It is imperative that this cable is properly aligned and installed in a way that prevents kinking or pinching of the wires. If the wires are damaged or broken, the unit will fail to operate as the manufacturer intended and may fail entirely.



**Motor Cable.** The power cable between the motor and battery pack is completed with a 2-wire connector. There's a slot and ridge on the connector that must align correctly, as it is plugged into the circuit board. Use your fingernail to unsnap, remove or reinstall this cable.





**Door Condition.** I've worked on a lot of doors over the years, but this one was a real wonder to behold. Over the course of time, this door had been secured by a deadbolt, an exit device, a mortise lock, a grade 1 knob lock, an ADA lever lock, an exit device pull trim, a Simplex mechanical outside trim for exit devices, and now an Arrow Revolution lever lock.



**Door Prep.** Because of all the pre-existing installs, there were a number of holes, cuts and filed-out areas in this door. Using the template for the Arrow Revolution, it was discovered that some of the holes would fall in a blank or open area of the door.



**Inside Cover Plate.** Two previously used stainless steel push plates were used to remedy the situation. The plates were in very good shape and already had some of the holes required for this installation. By using the pre-owned plates, we also reduced the overall cost of the job to the customer. Notice the eager painter who decided to paint the inside of the door while I was at lunch. Because the door had originally been prepped for mortise, we used a Don-Jo CV86 edge filler conversion plate to accept the Grade 1 dead latch. He slopped onto the edge filler and latch area as well.



**Outside Cover Plate.** The outside push plate was positioned, and the holes were added as needed according to the Revolution template.



**Stainless Drilling.** Drilling stainless requires sharp drill bits and patience. Drill slowly at a low RPM with steady pressure. A bit that isn't new or properly sharpened will cause the bit to spin without cutting and may heat up the area until it discolors the surrounding material.



**Install Outside Assembly.** After positioning the rubber weather seal, the outside housing is held up, and the wire connection for the motor is passed through the bottom cross-bore hole. The communication cable is passed through the upper hole, and the outside assembly is held up in place.



**Check Wire Position.** Check the inside of the door for cable and wire positioning. Be sure that the areas where the wire passes through the door cavity are free from burrs, sharp edges or snags.



**Mount Support Assembly.** The inside support assembly is the lever base, return spring and lever shaft. After verifying proper wire path, install the two support screws (add a dab of Loc-Tite Blue to prevent future problems).



**Install Inside Escutcheon.** The inside escutcheon assembly is placed in position and the cable connections are completed. Follow the instructions to fold the ribbon cable in a "Z" configuration to prevent pinching or binding. Note: In a solid wood door, this is very important because space is at a premium. In a hollow metal door, the excess cable will fall into the open cavity of the door.



**Install Batteries.** Install the batteries (we always use Duracell, or ProCell by Duracell). Good batteries are essential to the operation of any access control device or safe lock. We're constantly called to remedy an electronic safe lock problem that ends up being a simple battery problem. In many cases, the customer has installed new batteries already, but they are imported, off-brand batteries that simply don't provide enough power.

**Install Battery Cover.** Install the black translucent battery cover plate. The tiny Allen-head screw that holds the cover in place is designed to stay with the cover as it is removed. Be aware that if you unscrew it all the way, the screw will come out completely — and it's easy to get lost if it is dropped. The small, broken circle at the bottom left of the battery cover is the opening for the voice-command speaker.







**Verify Connection.** Verify the proper connection between the power cable, communication cable and battery pack. The keypad will light up as displayed and the voice command will activate and say, "Welcome to the Arrow Digital World."



**Final Installation.** The completed installation looks like it grew there. Because the reused push plates had been a push/pull set, the extra (upper) hole for the outside pull handle was filled with a button head self-tapping screw. Yes, the painter finished painting the inside and outside of the door *after* I finished the job.



**Mounted Sample.** After the sale, we discussed how to sell additional units. We rescued an old black wood mount and installed another Revolution lever on it. Why let a unit like this sit on a shelf in a box? Get it out on the front counter where people will see it and play with it.



**Usage Instructions.** I got on the computer and made up a simple usage sign to attach to the base of the mounted sample. The label on top of the unit says, "Try Me" — and people do. 🤖

# SUBMIT YOUR STORIES

Do you like to tell stories over a beer or two after the convention and trade show? How about when you meet a couple of your colleagues for a bull session? When you recount your worst safe opening or most frustrating install, you're verbally telling a story, almost identical to writing an article. Take a handful of pictures and put the words to the story with them, and submit it to *Keynotes* or *Safe & Vault Technology* as an article. In other words, we need your stories! You will be amply rewarded for your efforts. — TG



**Tom Gillespie, CML, CIL, CCL,** is a 43-year veteran of the security industry. Since 1969 he has expanded his experience in the retail, manufacturing and distribution segments of our industry. Tom has taught educational seminars throughout the U.S. and Canada. He has authored numerous books, newsletters and articles for security industry publications. He is semi-retired but is still active in locksmithing. Tom can be reached at [tomxgillespie@gmail.com](mailto:tomxgillespie@gmail.com).

# ALOA's Proposed Bylaws

Dear ALOA Members,

The following are the old and new proposed Bylaws, which your ALOA board of directors have approved and need ratification from you, the members. As always, you will be able to vote via facsimile, United States Postal Service, or online; use the ballot printed here or go online and cast your vote. If you have any questions, you can direct them to Mary May, our Executive Director, and/or myself.



Best regards,  
Tom Demont, AHC, CAI, CFDI, CFL, CMIL, CML, CPS, ARL

## CURRENT BYLAWS

Adopted by the membership, March 11, 2010, at the Special Membership Meeting, held in Dallas TX.

BYLAWS OF ASSOCIATED LOCKSMITHS OF AMERICA, INC.

### ARTICLE I NAME

The name of the corporation shall be Associated Locksmiths of America, Inc.

### ARTICLE II NOT FOR PROFIT CORPORATE STATUS; PURPOSES

Section 1. Not For Profit. The corporation is organized under and shall operate as a New York not-for-profit corporation, and shall have such powers as are now or as may hereafter be granted by the New York Not-For-Profit Corporation Law, as amended.

Section 2. Purposes. The purposes of the corporation are those set forth in its Articles of Incorporation.

### ARTICLE III MEMBERS

Section 1. Classes of Members.  
The corporation shall have nine classes of membership: Active, Probationary, Retired, Life, Allied, Associate, Honorary, International Association and Company

## PROPOSED BYLAWS

BYLAWS OF ALOA SECURITY PROFESSIONALS ASSOCIATION, INC.

### ARTICLE I NAME

The name of the corporation shall be ALOA Security Professionals Association, Inc.

### ARTICLE II NOT FOR PROFIT CORPORATE STATUS; PURPOSES

Section 1 Not For Profit  
The corporation is organized under and shall operate as a Texas not-for-profit corporation, and shall have such powers as are now or as may hereafter be granted by the Texas Not-For-Profit Corporation Law, as amended.

Section 2 Purposes  
The purposes of the corporation are those set forth in its Articles of incorporation.

### ARTICLE III MEMBERS

Section 1 Class of Members  
The corporation shall have nine {9} classes of membership: Active, Probationary, Retired, Life, Allied, Associate, Honorary, International Association and Company.



## CURRENT BYLAWS

### a. Active Members.

Persons who have been actively engaged in the locksmith/access control industry for a minimum of two years, have achieved one of ALOA's recognized program designations, and provide the following items:

1. Character reference from a member of the corporation or a local locksmith association;
2. Character reference from two locksmith/access control industry related sources;
3. Proof of employment in the locksmith/access control industry.

### b. Probationary members.

Persons who are undergoing training to qualify as an Active member, and have not received one of ALOA's recognized program designations at the time of joining. No person shall be a Probationary member for more than three years.

### c. Retired Members.

Persons who have been:

1. Active members for at least fifteen (15) years, have reached the age of sixty-two (62) and have withdrawn from active engagement in the locksmith/access control industry; or
2. Active members who have become disabled and have withdrawn from active engagement in the industry.

### d. Life Members.

Persons who are past Presidents of the corporation, or who have provided exceptional service to the corporation, as determined by at least a two-thirds vote at a meeting of the Board of Directors.

### e. Allied Members.

Persons who have a position in the locksmith/access control industry that relates to locksmiths, act in the best interest of the industry, be subject to the corporation's Code of Ethics and meet the following requirements:

1. Provide character reference from a member of the corporation or local locksmith association;
2. Provide proof of employment in the locksmith/access control industry;
3. Can qualify for no other class of membership.

Membership and renewal shall be approved as determined by the Board of Directors.

## PROPOSED BYLAWS

### a. Active Members.

Persons who have been actively engaged in the locksmith/ security industry for a minimum of two {2} years, and have achieved one of ALOA's recognized program designations, and provide the following items:

1. Character reference from a member of the corporation or local locksmith association;
2. Character reference from two {2} locksmith/security industry related sources; and
3. Proof of employment in the locksmith/security industry.

### b. Probationary members.

Persons who are undergoing training to qualify as an Active member, and have not received one of ALOA's recognized program designations at the time of joining. No person shall be a Probationary member for more than three years.

### c. Retired Members.

Persons who have been:

1. Active members for at least fifteen (15) years, have reached the age of sixty-two (62) and have withdrawn from the active engagement in the locksmith/security industry; or
2. Active members who have become disabled and have withdrawn from active engagement in the industry.

### d. Life Members.

Persons who are past Presidents of the corporation, or who have provided exceptional service to the corporation, as determined by at least two-thirds vote at a meeting of the Board of Directors.

### e. Allied Members.

Persons who have a position in the locksmith/security industry that relates to locksmiths, act in the best interest of the industry, will be subject to the corporation's Code of Ethics and meet the following requirements:

1. Provide character reference from a member of the corporation or local locksmith association;
2. Provide proof of employment in the locksmith/security industry; and
3. Can qualify for no other class of membership.

Membership and renewal shall be approved as determined by the Board of Directors.

## CURRENT BYLAWS

- f. Associate Members.  
Firms that manufacture or distribute material or equipment, or provide services, for the locksmith/access control industry. Associated members shall act in the best interest of the industry and be subject to the corporation's Code of Ethics. Membership and renewal shall be approved as determined by the Board of Directors.
- g. Honorary Members.  
Persons who have made a significant contribution to the locksmith/access control profession or the attainment of the corporations' objectives, as determined by at least a two-thirds vote at a meeting of the Board of Directors.
- h. Company Members.  
Companies actively involved in the locksmith/access control industry that have more than one employee.
- i. International Association.  
Organizations with ten or more members incorporated within and/or nationally recognized in any country other than the United States whose members are actively involved in the locksmith/access control industry. Membership and renewal shall be approved as determined by the ALOA Board of Directors. At least one member of the organization must be an Active member.

### Section 2. Eligibility; Admission of Members.

No person shall be eligible for membership if he or she has been convicted of any crime involving fraud, dishonesty or breach of trust; for using professional skills, training, or expertise in a manner that compromises the safety or security of customers or the general public; for deceptive or false advertising; for conducting business in a deceptive manner; failure to be licensed or registered in a state with

## PROPOSED BYLAWS

- f. Associate Members.  
Firms that manufacture, distribute material or equipment, or provide services for the locksmith/security industry. Associated members shall act in the best interest of the industry and be subject to the corporation's Code of Ethics. Membership and renewal shall be approved as determined by the Board of Directors.
- g. Honorary Members.  
Persons who have made a significant contribution to the locksmith/security profession or the attainment of the corporation's objectives, as determined by at least two-thirds vote at a meeting of the Board of Directors.
- h. Company Members.  
Companies actively involved in the locksmith/security industry that have more than one employee and at least one Active Member. Membership and renewal shall be approved and determined by the ALOA Board of Directors.
- i. International Association.  
Organizations with ten or more members, who are incorporated in and/or nationally recognized in any country other than the United States, and whose members are actively involved in locksmith/security industry. Membership and renewal shall be approved as determined by the ALOA Board of Directors. At least one member of the organization must be an Active Member.
- j. Divisional Members  
The Board of Directors may establish Divisional Memberships with membership privileges, including voting, limited to the operation and activities of the particular Division.

### Explanation

Divisional memberships were added to cover large associations owned by the corporation and this gives those members rights and privileges under their divisional association membership.

### Section 2 Admission of Members

No person shall be eligible for membership if he or she has been convicted of any felony or a crime involving fraud, dishonesty, or breach of trust; for using professional skills, training, or expertise in a manner that compromises the safety or security of customers or the general public; for deceptive or false advertising; for conducting business in a deceptive manner; failure to be licensed or registered in



## CURRENT BYLAWS

such requirement; or for any violation of these Bylaws, the corporation's Code of Ethics or any rule of the corporation. Applicants for all classes of membership (other than Life and Honorary membership) shall be admitted to membership upon the full and accurate completion of a membership application, certification by the applicant that he, she or it meets the relevant membership criteria and payment of applicable dues.

### Section 3. Renewal of active membership.

Active members must maintain their ALOA recognized program designation as required by the rules of such program in order to renew their membership.

Exemptions. The provisions of section 3 are effective on January 1, 2006. Active members are exempted from the requirement to achieve and maintain one of ALOA's recognized program designations who meet any one of the following criteria as of January 1, 2006:

1. Persons who are 50 years of age or older, or who have been a member for at least twenty years shall be exempt for life as long as they maintain their membership.
2. Persons who are 40-49 years of age, or who have been a member for 10-19 years are exempt for five years.
3. Persons who are under 40 years of age, or who have been a member for less than 10 years are exempt for three years.
4. Persons whose business address is located outside of the United States regardless of age or years of membership."

### Section 4. Rights of Members.

Only Active, Probationary, Retired, Life, Associate, Company and International Association members shall have the right to vote, and each such member shall be entitled to one vote on each matter submitted to a vote of members. Only Life members and persons who have been Active members or Associate member representatives for the prior three years are eligible to serve as Officers and Voting Directors of the corporation. An Associate member

## PROPOSED BYLAWS

a state with such requirement; for any violation of these Bylaws, the corporation's Code of Ethics or any rule of the corporation. Applicants for all classes of membership (other than Life or Honorary membership) shall be admitted to membership upon full and accurate completion of the membership application, certification by the applicant that he, she, or it meets the relevant membership criteria and payment of applicable dues.

If the conviction occurred more than ten years prior to the submission of the application for membership and the applicant has completed all sentences, including probationary periods, paid all fines and has complied with all other judicially imposed requirements as a result of the conviction, the Board of Directors may waive the foregoing prohibition.

### Section 3 Renewal of active membership

Active members must maintain their ALOA recognized program designation as required by the rules of such program in order to renew their membership.

Exemptions to the Requirement. The provisions of section 3 were effective on January 1, 2006. Active members are exempted from the requirement to achieve and maintain one of ALOA's recognized program designations, who meet any one of the following criteria as of January 1, 2008:

1. Persons, who are 50 years of age or older or who have been a member for at least twenty years, shall be exempt for life as long as they maintain their membership.
2. Persons, who are 40-49 years of age or have been a member for 10-19 years, are exempt for five years.
3. Persons, who are under 40 years of age or who have been a member for less than 10 years, are exempt for three years.
4. Persons, whose business address is located outside the United States, regardless of age or years of membership.

### Section 4 Rights of Members

Only Active, Probationary, Retired, Life, Associate, Designated Company and International Association members shall have the right to vote, and each such member shall be entitled to one vote on each matter submitted to a vote of members. Divisional members shall have such rights and privileges as may be determined by the Board of Directors. Only Life members and persons who have been Active or Associate representatives within the prior three {3}

## CURRENT BYLAWS

shall notify the Secretary of its employee who shall be its designated representative to vote on behalf of the Associate member and be eligible to serve as an Officer or Director. A Company member shall notify the Secretary of its Active member employee who shall be its designated representative to vote on behalf of the Company member and be eligible to serve as an Officer or Director. Other employees of a company are not eligible to vote or serve as an Officer or Director unless they hold individual voting memberships. All voting members and designated Associate and Company member representatives are eligible to serve as Non-voting Directors. An International Association member shall notify the ALOA Secretary of its Active member who shall be its designated representative to vote on behalf of the International Association member and be eligible to serve as an Officer or Director. Other members of the International Association are not eligible to vote or serve as an ALOA Officer or Director unless they hold individual Active memberships.

### Section 5. Resignation.

Any member may resign by sending a written resignation to the Secretary at the principal office of the corporation. Such resignation shall not relieve a member of any outstanding obligation to the corporation.

### Section 6. Termination of Membership.

Membership in the corporation shall automatically terminate whenever a member is ninety (90) days in default of any dues, assessments or other financial obligations to the corporation. Membership in the corporation may be terminated by action of the Board of Directors for conduct deemed detrimental to the corporation, for conviction of any crime involving fraud, dishonesty or breach of trust; for using professional skills, training or expertise in a manner that compromises the safety or security of customers or the general public; for deceptive or false advertising; for conducting business in a deceptive manner; for failure to be licensed or registered in a state with such requirement; or for violation of these Bylaws, the corporation's Code of Ethics, or any rule of the corporation. Termination by action of the Board of Directors shall be by at least a two-thirds vote at a meeting of the Board of Directors; provided, however, that prior to any such action, the member involved shall be given due notice and shall be entitled to a hearing before the Board of Directors. Any member who is terminated by the Board has the right to appeal the decision to the membership at the annual membership meeting. Such an appeal must be made

## PROPOSED BYLAWS

years are eligible to serve as Officers and Voting Directors of the corporation. An Associate member shall notify the Secretary of its Active member employee, who shall be its designated representative to vote on behalf of the Associate Member and be eligible to serve as an Officer or Director. A Company Member shall notify the Secretary of its Active member employee who shall be its designative representative to vote on behalf of the Company Member and be eligible to serve as an Officer or Director. Other employees of a company are not eligible to vote or serve as an Officer or Director, unless they hold individual voting memberships. All voting members and designated Associate and Company member representatives are eligible to serve as Non-voting Directors. An International Association member shall notify the ALOA Secretary of its Active member, who shall be its designated representative to vote on behalf of the International Association member and be eligible to serve as an Officer or Director. Other members of the International Association are not eligible to vote or serve as an ALOA Officer or Director unless they hold individual Active memberships.

### Section 5 Resignation

Any member may resign by sending a written resignation to the Secretary at the principle office of the corporation. Such resignation shall not relieve a member of any outstanding obligation to the corporation.

### Section 6 Termination or Suspension of Membership

Membership in the corporation shall automatically terminate whenever a member is ninety (90) days in default of any dues, assessments or other financial obligations to the corporation. Membership in the corporation may be suspended or terminated by action of the Board of Directors for conduct deemed detrimental to the corporation, for conviction of any felony and/or a crime involving fraud, dishonesty or breach of trust, for using professional skills, training or expertise in a manner that compromises the safety or security of customers or the general public; for deceptive or false advertising; for conducting business in a deceptive manner; for failure to be licensed or registered in a state with such requirement; or for violation of these Bylaws, the corporation's Code of Ethics, or any rule of the corporation.

Termination by action of the Board of Directors shall be at least a two-thirds vote at a meeting of the Board of Directors; provided, however, that prior to any such action, the member involved shall be given due notice and shall be entitled to a hearing before the Board of Directors. Any member who is



## CURRENT BYLAWS

in person, or by representative, and the corporation must be provided with a written notice of the intent to appeal that must be received no less than 30 days prior to the annual membership meeting. Termination of membership shall not relieve a member of any outstanding obligation to the corporation.

### Section 7. Reinstatement.

A former member terminated by reason of default in the payment of dues, assessments or other financial obligations to the corporation may be reinstated by showing proof of qualification as set forth in Article III and paying all moneys due and owing to the corporation.

### Section 8. Dues and Assessments.

The Board may determine from time to time the amount and method of payment of any and all applicable dues and assessments.

## PROPOSED BYLAWS

terminated by the Board has the right to appeal the decision to the membership at the annual membership meeting. Such an appeal must be made in person, or by a representative, and the corporation must be provided with a written notice of the intent to appeal that must be received no less than 30 days prior to the annual membership meeting. Termination of membership shall not relieve a member of any outstanding obligation to the corporation.

The Board of Directors shall create grievance procedures for disciplinary action against members, including the suspension or termination of membership.

### Section 7 Reinstatement

A former member terminated by reason of default in the payment of dues, assessments or other financial obligations to the corporation may be reinstated by showing proof of the qualification as set forth in Article III and paying all moneys due and owing to the corporation.

## ARTICLE IV

### FUNDS AND PROPERTY OF THE ASSOCIATION

#### Section 1 Definitions and Guidelines

Funds of the Association include membership dues and assessments, convention and publication revenue, revenue from educational programs, contributions and the like. Such funds shall be maintained in one or more bank account insured by the United States Government or invested in such low risk accounts as deemed prudent by the Board of Directors. Funds may be paid out only at the direction of the Board of Directors.

#### Section 2 Separate Funds for Particular Purposes

The Board of Directors may establish separate funds for particular purposes or projects, such as legislative activities, litigation, consumer protection and the like. Such funds specially established by the Board of Directors shall be segregated from other funds of the Association and may be administered by a committee approved by the Board of Directors.

#### Section 3 Budget

Prior to the end of each year the Board of Directors shall adopt a budget for the following year. Such budget may be

## CURRENT BYLAWS

### ARTICLE IV

#### MEETING OF MEMBERS

##### Section 1. Annual Meeting.

An annual meeting of the members shall be held at such time and place as the Board of Directors may determine for the purpose of conducting such business as may come before the meeting.

##### Section 2. Special Meeting.

Special meetings of the members may be called by the President, by the Board of Directors, or by not less than ten percent (10%) of the members having voting rights. In addition, in every year after 1998, there shall be one or more special meetings of the members having voting rights, to be held prior to the annual membership meeting, for the purpose of electing approximately one-half of the directors and, in odd numbered years, the officers.

##### Section 3. Notice of Meetings.

Unless otherwise required by the New York Not-For-Profit Corporation Law, as amended, written or printed notice stating the place, day and hour of any meeting of members shall be delivered, either personally or by mail, to each member entitled to vote at such meeting, not less than twenty (20) nor more than fifty (50) days before the date of such meeting, by or at the direction of the President, or the Secretary, or the persons calling the meeting. In the case of a special meeting, or when required by statute or by these Bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of

## PROPOSED BYLAWS

amended by the Board of Directors during the course of the year due to changing circumstances. Funds may be paid out in accordance with the approved budget or any amendment thereto.

##### Section 4 Dues and Assessments

The Board of directors shall determine from time to time the amount and payment of dues and assessments for each category of membership.

##### Section 5 Use of Association Property

The Board of Directors may establish guidelines and requirements for the use or licensing of Association property, including intellectual property.

##### Section 6 Fiscal Year

The fiscal year of the Association shall end December 31 of each year

### ARTICLE V

#### MEETINGS OF MEMBERS

##### Section 1 Annual Meeting

An annual meeting of the members shall be at such time and place as may be determined by the Board of Directors for the purpose of conducting such business as may come before the meeting.

##### Section 2 Special Meeting

Special meetings of the members may be called by the President, by the Board of Directors, or by not less than ten percent (10%) of the members having voting rights. Additionally, there shall be one or more yearly special meetings of the members, having voting rights, held prior to the annual membership meeting for the purpose of electing approximately one-half of the directors and officers.

##### Section 3 Notice of Meetings

Unless otherwise required by the Texas Not-For-Profit Corporation Law, as amended, written or printed notice stating the place, day, and hour of any meeting of members shall be delivered, either personally or by mail, to each member entitled to vote at such a meeting not less than twenty (20) or more than fifty (50) days before the date of such meeting, by or by the direction of the President, or the Secretary, or the persons calling the meeting. In the case of a special meeting, or when required by statute or by these Bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of



## CURRENT BYLAWS

a meeting shall be deemed delivered when deposited in the United States mail addressed to the member or the Associate member representative at his or her address as it appears on the records of the corporation, with postage thereon prepaid. Any member may waive notice of any meeting.

### Section 4. Quorum and Manner of Acting.

A quorum of the voting members shall be the lesser of one hundred voting members or one-tenth of the voting members. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting without further notice. If a quorum is present, the affirmative vote of the majority of the members represented at the meeting and entitled to vote on a matter shall be the act of the members, unless the vote of a greater number is required by law, the Articles of Incorporation or these Bylaws.

### Section 5. Proxies.

A voting member may vote by proxy solely with respect to the election of officers and directors and the amendment or modification of these Bylaws, provided the proxy is executed in writing by the member or the Associate member representative or his or her duly authorized attorney-in-fact. No proxy shall be valid after eleven months from the date of its execution unless otherwise provided in the proxy.

## ARTICLE V OFFICERS

### Section 1. Officers

The officers of the corporation shall be a President and a Secretary. The offices of President and Secretary shall not be filled by the same person.

### Section 2. Election and Term of Office.

The officers shall be elected by the voting members for a two year term. A person may serve as the President of the corporation for no more than one (1) term, and may serve as the Secretary for no more than three (3) consecutive terms. The President shall be elected in odd-numbered years and the Secretary in even-numbered years at a special meeting of the members. They shall serve until their successors have been duly elected and qualified. Candidates for offices shall

## PROPOSED BYLAWS

the meeting shall be deemed delivered when deposited in the United States mail addressed to the member or the Associate member representative at his or her address as it appears on the records of the corporation, with postage thereon prepaid. Any member may waive notice of any meeting.

### Section 4 Quorum and Manner of Acting

A quorum of the voting members shall be the lesser of one hundred voting members or one-tenth of the voting members. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting without further notice. If a quorum is present, the affirmative vote of the majority of the members represented at the meeting and entitled to vote on a matter shall be the act of the members, unless the vote of a greater number is required by law, the Articles of Incorporation or these Bylaws.

### Section 5 Proxies

A voting member may vote by proxy solely with respect to the election of directors, officers, and the amendment or modification of these Bylaws, provided the proxy is executed in writing by the member or the Associate member representative or his or her duly authorized attorney-in-fact. No proxy shall be valid after eleven months from the date of its execution, unless otherwise provided in the proxy. The Board of Directors may provide for voting by electronic means.

### Explanation

The corporation from time to time may want voting at the annual meeting and allowing members to vote via proxy allows everyone the chance to cast their vote.

## ARTICLE VI OFFICERS

### Section 1 Officers

The officers of the corporation shall be a President and a Secretary. The offices of President and Secretary shall not be filled by the same person.

### Section 2 Election and Term of Office

The officers shall be elected by the voting members for a two (2) year term with the exception of the President who will serve as a Trustee following his term as President. A person may serve as the President of the corporation for no more than two (2) terms which must be consecutive. Service with a predecessor corporation shall be included for purposes of this section. The Secretary may be elected for no more than three (3) consecutive terms. The President shall be elected in

## CURRENT BYLAWS

be nominated in accordance with policies adopted by the Board of Directors. The candidates for the office of President and Secretary must be a sitting Board member or must have served on the Board within the previous 3 years.

### Section 3. Removal.

Any officer elected by the members may be removed by the members. Any officer elected by the Board of Directors to fill a vacancy may be removed by the Board of Directors.

### Section 4. Vacancies.

A vacancy in the office of President or Secretary because of death, resignation, removal, disqualification or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term.

### Section 5. President

The President shall be responsible for the integrity of the Board of Directors' governance in accordance with policies adopted by the Board. He or she may sign, with the Secretary, any deeds, mortgages, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the corporation.

### Section 6. Secretary

In the absence of the President or in the event of his or her inability or refusal to act, the Secretary shall perform the duties of the President by action of the Board, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Secretary shall be responsible for the integrity of the Board's documents, including Bylaws, policies and minutes; shall see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; and shall perform such duties as set forth in policies adopted by the Board.

## PROPOSED BYLAWS

odd-numbered years and the Secretary in even-numbered years at a special meeting of the members. They shall serve until their successors have been duly elected and qualified. Candidates for offices shall be nominated in accordance with policies adopted by the Board of Directors. The candidates for President and Secretary must be a sitting board member or must have served on the board within the previous three {3} years.

### Explanation

This allows the sitting president to run for a second term in order to complete the work started in the first term.

### Section 3 Removal

Any Officer elected by the members may be removed by the members. Any Officer elected by the Board of Directors to fill a vacancy may be removed by the Board of Directors.

### Section 4 Vacancies

A vacancy in the office of President, Secretary, or any elected board member because of death, resignation, removal, disqualification, or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term.

### Section 5 President

The President shall be responsible for the integrity of the Board of Directors' governance in accordance with policies adopted by the Board. He or she may sign with the Secretary, any deeds, mortgages, contracts, or other instruments, which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws or by statute to some other officer or agent of the corporation.

### Section 6 Secretary

In the absence of the President or in the event of his or her inability or refusal to act, the Secretary shall perform the duties of the President by action of the Board, and when so acting, shall have all the powers and be subject to all the restrictions upon the President. The Secretary shall be responsible for the integrity of the Board's documents, including Bylaws, policies and minutes; shall see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; and shall perform such duties as set forth in policies adopted by the Board.



## CURRENT BYLAWS

### ARTICLE VI

#### BOARD OF DIRECTORS

##### Section 1. General Powers.

The corporation shall be governed by its Board of Directors.

##### Section 2. Composition.

The number of directors shall be between 9 and 23. The Board of Directors of the corporation shall be composed of the President, the Secretary, the directors elected by the Associate Region and the seven geographic regions (the Northeast, Northwest, North Central, Southeast, Southwest, South Central, and International) established and modified by the Board (all eight regions collectively, the Regions) and the non-voting directors described in Section 3 of this Article VI (the Non-Voting Directors). All directors other than the President, the Secretary and the Non-Voting Directors shall be elected on a Regional basis. Each member shall be deemed to be from the Region where the member has listed his or her business address with the corporation, except Associate members shall be deemed members of the Associate Region. A voting member may vote only for a director or directors to represent his or her Region. Each region shall be represented on the Board of Directors by one or two directors as determined by need, by the Board of Directors at the Fall board meeting. The number of voting members in each Region shall be determined by the membership census report in effect on the July 1 of the preceding year. Candidates for Regional director positions shall be nominated in accordance with policies adopted by the Board of Directors. Directors shall be elected by a plurality vote. Each voting member in a Region may cast only one vote for each open position. Notwithstanding anything in these Bylaws to the contrary, the Board of Directors shall adopt policies to effect the appropriate transition in governance of the corporation for 1998 and 1999.

## PROPOSED BYLAWS

### ARTICLE VII

#### BOARD OF DIRECTORS

##### Section 1 General Powers

The corporation shall be governed by the Board of Directors.

##### Section 2 Composition

The Board of Directors of the corporation shall be composed of the President, the Secretary, the Trustees, the Associate Director, the Regional Directors, the qualifying Presidents of Corporate-owned Associations or Division and non-voting members. Regional Directors shall represent the Northeast, Northwest, North Central, Southeast, Southwest, and South Central geographic regions of the United States and adjoining Canada, along with International Regions.

If a new Region is to be created, it must maintain a minimum of five hundred {500} Active members for a period of two {2} consecutive years and petition the board. The board will then rule on the new Region. If any Region drops below five hundred {500} Active members, that Region will have two {2} years to regain the required five hundred {500} Active members. If a region fails to meet the minimum membership requirement after two consecutive years, no director shall be elected from that region until the required membership level is again sustained for two consecutive years.

The geographic area, which makes up a Director's Region, may be renamed, redefined, or reconfigured by a 2/3 majority vote of the Board of Directors. All Directors shall be elected on a Regional basis. Each member shall be deemed to be from the Region where the member has listed his or her business address with the corporation, except Associate members shall be deemed members of the Associate Region. A voting member may vote only for a Director representing his or her Region. Candidates for Regional Director Positions shall be nominated with policies adopted by the Board of Directors. Directors shall be elected by a plurality vote. Each voting member in a Region may cast only one {1} vote for each open position. Non-Voting members are appointed by the President as described in Section three {3} of Article V.

The two {2} most recent past Presidents of the corporation, including predecessor corporations, shall serve as Trustees. Trustees shall attend all Board Meetings to serve as advisors to the Board and have full voting rights.

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### Section 3. Non-Voting Directors.

As long as the number of directors does not exceed twenty three (23), the President may appoint no more than two (2) non-voting directors to serve on the Board of Directors.

### Section 4. Term.

The term of the directors (other than the Non-Voting

## PROPOSED BYLAWS

### Explanation (for Section 2)

This gives an outline for new regions and adjustments to existing regions. The last paragraph allows the Board Trustee full voting rights.

### Section 3 Regions

The regions shall initially be as follows:

- (a) The Northwest Region shall comprise Alaska, Alberta, APO San Francisco, British Columbia, Idaho, Montana, Nunavut, Oregon, Saskatchewan, Washington, Wyoming, and Yukon.
- (b) The Southwest Region shall comprise Arizona, California, Colorado, Hawaii, Nevada, New Mexico, and Utah.
- (c) The North Central Region shall comprise Illinois, Indiana, Iowa, Manitoba, Michigan, Minnesota, Nebraska, North Dakota, Northwest Territories, Ontario, South Dakota, and Wisconsin
- (d) The South Central Region shall comprise of Arkansas, Kansas, Louisiana, Missouri, Oklahoma, and Texas.
- (e) The Northeast Region shall comprise of APO New York, Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Brunswick, New Hampshire, New Jersey, New York, Newfoundland, Nova Scotia, Ohio, Pennsylvania, Prince Edward Island, Quebec, Rhode island, Vermont, Virginia, and West Virginia.
- (f) The Southeast Region shall comprise of Alabama, Florida, Georgia, Kentucky Mississippi, North Carolina, Puerto Rico, South Carolina and Tennessee.
- (g) There shall be the following International Regions: Asia-Pacific; Europe and Middle East and Latin America.

### Explanation

As it stands now these are the regions outlined in the new By-Laws.

### Section 4 Non-Voting Directors

The President may appoint no more than two {2} non-voting members to serve on the Board of Directors.

### Section 5 Term

The term of the Directors (other than the Non-Voting



## CURRENT BYLAWS

Directors) shall be for duration of two years. Non-Voting Directors shall serve at the pleasure of the President. No individual (other than the President) may serve more than three (3) consecutive terms as director without an absence from the Board of at least one (1) year. Time served filling a vacancy or serving as an officer shall not count towards the director term limits. The terms of the directors (other than the Non-Voting Directors) shall be staggered so that approximately one-half of the directors are elected each year. Directors from the Northeast, South Central, Northwest, and International Regions shall be elected in even-numbered years, and directors from the Southeast, North Central and Southwest Regions shall be elected in odd-numbered years. The director from the Associate Region shall be elected in even numbered years.

### Section 5. Regular Meetings.

A regular annual meeting of the Board of Directors shall be held at such time and place as may be designated by resolution by the Board of Directors without other notice than this Bylaw and such resolution.

### Section 6. Special Meetings.

Special meetings of the Board of Directors may be called by or at the request of the President or the greater of three directors or twenty-five percent (25%) of the directors. The person or persons authorized to call special meetings of the Board may fix any place, either within or without the State of New York, as the place for holding any special meeting of the Board called by them.

### Section 7. Notice.

Notice of any special meeting of the Board of Directors shall be given at least three days prior thereto in writing, delivered personally or sent by mail or facsimile transmission to each director. If notice be given by mail, such notice shall be deemed to be delivered on the day following the day such notice is deposited with postage prepaid to a nationally recognized overnight courier service. If notice be given by facsimile transmission, such notice shall be deemed to be delivered upon confirmation of the receipt of the transmission. Any director may waive notice of any meeting.

### Section 8. Quorum.

Sixty-percent (60%) of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board, provided, that if less than sixty-percent (60%) of

## PROPOSED BYLAWS

Directors) shall be for duration of two years. Non-Voting Directors shall serve at the pleasure of the President. No individual (other than the President) may serve more than three (3) consecutive terms as Director without an absence from the Board of at least one (1) year. Time served filling a vacancy or serving as an officer shall not count towards the Director term limits. The terms of the Directors (other than the Non-Voting Directors) shall be staggered so that approximately one-half of the Directors are elected each year. Directors from the Northeast, South Central, Northwest, and International Regions shall be elected in even-numbered years. The Directors from the Southeast, North Central, Southwest, and Associate Regions shall be elected in odd-numbered years. If in the future new regions are to be created, the Board shall deem either odd or even election years.

### Section 6 Regular Meetings

A regular annual meeting of the Board of Directors shall be held at such time and place as may be designated by resolution by the Board of Directors without other notice than this Bylaw and such resolution.

### Section 7 Special Meetings

Special meetings of the Board of Directors may be called by or at the request of the President or the greater of three (3) Directors or twenty-five percent (25%) of the Directors. The person or persons authorized to call special meetings of the Board may fix any place, either within or outside the state of Texas, as the place for holding any special meeting of the Board called by them.

### Section 8 Notice

Notice of any special meeting of the Board of Directors shall be given at least three (3) days prior thereto in writing, delivered personally or sent by mail or electronic transmission to each Director. If notice be given by mail, such notice shall be deemed to be delivered on the day following the day such notice is deposited with postage or charges prepaid to a United States mail depository or a nationally recognized overnight courier service. If notice be given by electronic transmission, such notice shall be deemed to be delivered upon confirmation of the receipt of the transmission. Any Director may waive notice of any meeting.

### Section 9 Quorum

Sixty-percent (60%) of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board, provided, that if less than sixty-percent (60%) of

## CURRENT BYLAWS

the directors are present at said meeting, a majority of the directors present may adjourn the meeting without further notice.

### Section 9. Voting; Manner of Acting.

Each director other than the Non-Voting Directors shall have one vote. The act of a majority of the voting directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, except where otherwise provided by law, the Articles of Incorporation or these Bylaws.

### Section 10. Informal Action By Directors.

Any action required to be taken at a meeting of the Board of Directors or any action which may be taken at a meeting of directors may be taken without a meeting if all the voting members of the Board consent in writing to the adoption of a resolution authorizing such action.

### Section 11. Vacancies.

If a director (other than the President, the Secretary or the Non-Voting Directors) resigns, is removed from office or otherwise ceases to serve, the members of the Region who elected such director shall fill such vacancy in accordance with policies adopted by the Board.

### Section 12. Attendance by Communications Equipment.

Members of the Board of Directors may participate in and act at any meeting of the Board through the use of a conference telephone or similar communications equipment allowing persons participating in the meeting to hear each other at the same time. Participation in such meeting shall constitute attendance and presence in person at the meeting of the person or persons so participating.

### Section 13. Removal.

Any director (other than the Non-Voting Directors) may be removed for cause by the members electing such director. Directors shall be automatically removed upon missing three Board meetings during any two-year term. A director elected by the voting members in a Region shall be automatically removed upon changing his address of record to outside of the Region.

## PROPOSED BYLAWS

the Directors are present at said meeting, a majority of the Directors present may adjourn the meeting without further notice,

### Section 10 Voting; Manner of Acting

Each Director, other than the Non-Voting Directors, shall have one (1) vote. The act of a majority of the voting Directors present at a meeting at which a quorum is present, shall be the act of the Board of Directors, except where otherwise provided by law, the Articles of Incorporation or these Bylaws.

### Section 11 Informal Action by Directors

Any action required to be taken at a meeting of the Board of Directors or any action which may be taken at a meeting of Directors, may be taken without a meeting, if all the voting members of the Board consent in writing to the adoption of a resolution authorizing such action.

### Section 12 Vacancies

If a Director {other than the President, Secretary or Non-Voting Directors} resigns, is removed from office or otherwise ceases to serve, or if the position is vacant, the existing Board of Directors may appoint a member to fill the vacant seat until the members of the Region who elected such Director shall fill such vacancy in accordance with policies adopted by the Board of Directors at the next scheduled voting.

### Section 13 Attendance by Communication Equipment

Members of the Board of Directors may participate in and act at any meeting of the Board though the use of a conference telephone or by other electronic means. Participation in such meetings shall constitute attendance and presence in person at the meeting of the person or persons participating. The Board of Directors may provide for voting by electronic means.

### Section 14 Removal

Any Director {other than the Non-Voting Directors} may be removed for cause by the members electing such Director. Directors shall be automatically removed upon missing two {2} unexcused meetings during any two {2} year term. A Director elected by voting members in a Region shall be automatically removed upon changing his address of record to outside of the Region.



## CURRENT BYLAWS

### ARTICLE VII COMMITTEES

Committees, not having and exercising the authority of the Board of Directors in the management of the corporation, may be designated by a resolution adopted by a majority of the directors present at a meeting at which a quorum is present. Except as otherwise provided in such resolution, the President of the corporation shall appoint the members thereof.

### ARTICLE VIII BOARD OF TRUSTEES

The corporation shall have a Board of Trustees composed of the two most recent past Presidents of the corporation. Trustees may attend all Board Meetings to serve as advisors to the Board.

### ARTICLE IX CONTRACTS AND CHECKS

The Board of Directors may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument, including but not limited to checks, drafts, and notes, in the name of and on behalf of the corporation and such authority may be general or confined to specific instances.

### ARTICLE X AMENDMENTS TO BYLAWS

These Bylaws may be altered, amended or repealed, and new Bylaws may be adopted, by a majority of the directors present at any regular meeting or at any special meeting, provided that at least fifteen days written notice is given of the intention to alter, amend or repeal, or to adopt new Bylaws at such meeting and, provided further, that any such alteration, amendment, repeal or adoption is approved at a subsequent meeting of the voting members, who shall be given at least thirty (30) days prior written notice of such proposed alteration, amendment or repeal.

### ARTICLE XI INDEMNIFICATION

The corporation shall indemnify all officers and directors of the corporation to the fullest extent permitted by the New York Not-For-Profit Corporation Law, as amended, and shall

## PROPOSED BYLAWS

### ARTICLE VIII COMMITTEES

Committees, not having and exercising the authority of the Board of Directors in the management of the corporation, may be designated by a resolution adopted by a majority of Directors present at a meeting at which a quorum is present. Except as otherwise might be provided in a resolution, the President of the corporation shall appoint the members thereof.

### ARTICLE IX CONTRACTS AND CHECKS

The Board of Directors may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument, including but not limited to checks, drafts and notes, in the name of and on behalf of the corporation and such authority may be general or confined to specific instances.

### ARTICLE X AMENDMENTS TO BY-LAWS

These Bylaws may be altered, amended, or repealed, and new Bylaws may be adopted, by a majority of the Directors present at any regular meeting or at any special meeting, provided that at least fifteen {15} days written notice is given of the intention to alter, amend, repeal or to adopt new Bylaws at such meeting. Furthermore, any such alteration, amendment, repeal or adoption must be approved at a subsequent meeting of the voting members, who shall be given at least thirty {30} days prior notice of such proposed alteration, amendment, or repeal.

### ARTICLE XI INDEMNIFICATION

The corporation shall indemnify all members of the Board of Directors of the corporation to the fullest extent permitted by Texas Not-For- Profit Corporate Law, as

## CURRENT BYLAWS

be entitled to purchase insurance for such indemnification of officers and directors as determined from time to time by the Board of Directors of the corporation.

### ARTICLE XII CHAPTERS

The corporation may recognize chapters pursuant to policies adopted by the Board of Directors from time to time. Any such chapters shall operate in accordance with rules and guidelines adopted by the Board of Directors.

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amended, and shall be entitled to purchase insurance for such indemnification of the Board of Directors as determined from time to time by the Board of Directors of the corporation.

### ARTICLE XII CHAPTERS AND AFFILIATES

The corporation may recognize chapters and affiliates pursuant to policies adopted by the Board of Directors from time to time. Any such chapters and affiliates shall operate in accordance with rules and guidelines adopted by the Board of Directors.

### ARTICLE XIII AMBASSADORS

The corporation may recognize Ambassadors pursuant to policies adopted by the Board of Directors from time to time. Any such Ambassador shall operate in accordance with the rules and guidelines adopted by the Board of Directors.

The corporation shall have Trustees composed of the two {2} most recent past Presidents of the corporation. Trustees shall attend all Board Meetings to serve as advisors to the Board and have full voting rights.

#### **Explanation**

Ambassadors needed to be recognized within our corporate structure.

### ARTICLE XIV CORPORATE ASSOCIATIONS

The corporation shall recognize the Presidents of Corporate owned Associations pursuant to the policies of Article VI section 2. Any such President shall operate in accordance with the rules and guidelines adopted by the Board of Directors. Each eligible President will have a seat on the ALOA Board of Directors and full voting rights to protect the interests of their members, as long as its representative Active membership does not drop below five hundred (500). If it does, it will have two (2) years to regain the needed members before losing its seat on the Board. All costs to maintain that representative on the Board are to be borne by the corporate owned association.

#### **Explanation**

This is pretty much self-explanatory where the corporate association presidents will have a seat on



## CURRENT BYLAWS

## PROPOSED BYLAWS

the ALOA Board with full voting rights to represent their members.

### **ARTICLE XV** CORPORATE COMMUNICATION

The corporation's official language is English. All meetings and publications shall be communicated in English. Other languages may also be used at times to promote better understanding.

#### **Explanation**

This is another self-explanatory article where English is our official language.

---

# Ballot for ALOA's Proposed Bylaws

The undersigned, being an Associated Locksmiths of America, Inc. (ALOA) member, hereby appoint Barry Roberts my proxy and true lawful attorney of the undersigned, to vote on behalf of said ALOA members as designed below:

To approve the Bylaws (with name change as a separate consideration)

- ☐ Approve  
☐ Disapprove  
☐ Abstain

\_\_\_\_\_  
Print/type name of ALOA Member

\_\_\_\_\_  
ALOA number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This proxy must be signed and dated with member number to be considered valid. It must be received no later than 11:59 p.m. PT, Dec. 5, 2012, and mailed to Simply Voting, P.O. Box 10287, Eugene, OR 97440; fax to (214) 819-9736; or vote online at [www.aloa.org/membersonly/](http://www.aloa.org/membersonly/).

# A MONSTER OF AN INSTALL

How to equip fire-rated doors with the Securitech TEL-100.

**By Mark "Thor" Caudill, CRL**



**Figure 1.** The Securitech Tel-100 as it looks completely installed.

**H**OPE YOU HAVE MORE FUN THAN THE LAW ALLOWS when installing the Securitech TEL-100, or, as it's called, the Trident. The one I'll tell you about was as tough as they come — at least it was for me. The instructions were too vague, and a lot of things were unclear. (I know, who needs instructions, right?)

The NSP who sent me out for the install told me the job would only take a couple of hours. It lasted me about five, and I know I'm not that dumb.

## Getting Started

First I opened the three boxes and made sure all of the parts were there. I also made sure I had all of the tools needed. This was a new install, on fire-rated doors (see Figure 1). Plus it was extremely hot inside, with no A/C.

In the main box, I found a steel template to mount on the door (Figure 2). The template had eight holes marked for drilling  $\frac{3}{8}$ " holes, plus one for a screw hole to hold the template on the door. The one hole that's for the screw is also a pivot point for marking holes for the upper and lower latches.

“Before using the template, you need to mark a level, horizontal line across the doors at 45 degrees; you’ll use this to line up the top of the template.”

Before using the template, you need to mark a level, horizontal line across the doors at 45 degrees; you’ll use this to line up the top of the template. On a double door, use the edge of the swinging door to line up the end of the template. On a single door, with the door closed, make a mark down the jamb’s doorstep; hold your template where the marks cross, and screw in the screw.

Make all marks with the template lined up with the horizontal line. Swing the template up, make the two marks, and swing it down to make your bottom marks. Take the screw out and drill all the holes.

Make sure you have a lot of sharp  $\frac{3}{8}$ " drill bits — you’ll need them. When you get all the holes drilled, you can start mounting the main part (Figures 3 and 4).

### Mount Up

Figure 3 shows the cables for the upper and lower latches hanging down. Figure 4 shows the outside anti-pry plate, which has carriage bolts — some don’t come through the door, and some do. Those that don’t come through are secured with sex nuts; those that do are for mounting the main part on the door’s inside. They are secured with lock nuts, regular nuts and lock washers. Everything on this unit has outside plates for the carriage bolts except a long piece of angle (more on that later).

The upper and lower latches also use a plate on the outside of the door (Figure 5).

When you install the top and bottom



**Figure 2.** The used template is leaning against the wall.

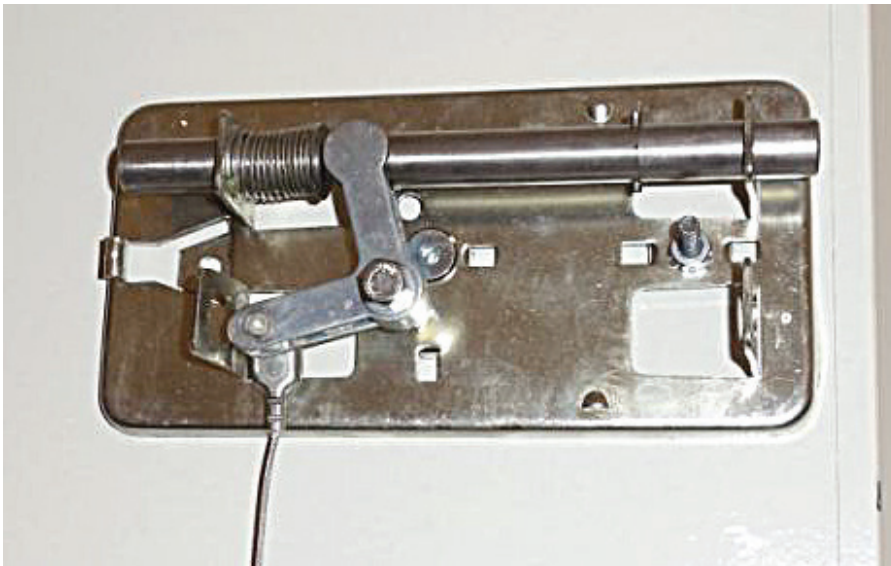


**Figures 3 and 4.** The inside and outside of the main part on the door.





**Figure 5.** The upper and lower latches use a plate on the outside of the door.



**Figure 6.** The top latch (shown here mounted) has one carriage bolt that doesn't come through the door that is secure with a sex nut.

latches, stick the two carriage bolts through the plates, and put on the latches. *Figure 6* shows how the top one is mounted. It has one carriage bolt that doesn't come through the door, and it's secured with a sex nut; it also has one that comes through, and it has a regular nut with a lock washer.

*Figure 7* makes it clear why there's a carriage bolt sticking out so far: It has another use, and that is to hold on the trim or cover. (If you don't get instructions, you can download a PDF from the supplier's website; you can tell that they worked really hard on these.)

### A Ways to Go

If we were doing this install on a single door, we would almost be done. All that would be left would be to install the strike. However, we're working on a double door set-up, so we're a long ways from being done. We have two more parts to install: the TEL-DDA, which is the angle the latches lock into, and the TEL-482, which has the vertical rods to secure the door that stay rigid.

The TEL-DDA has holes drilled for mounting but no template to make marks for the holes; you'll have to use the angle. After you get it mounted on the ridged door,

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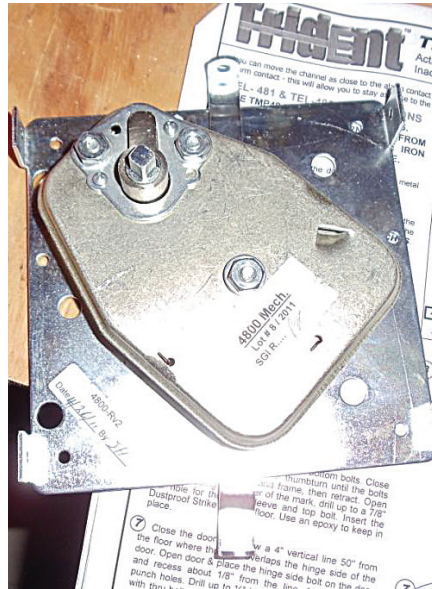
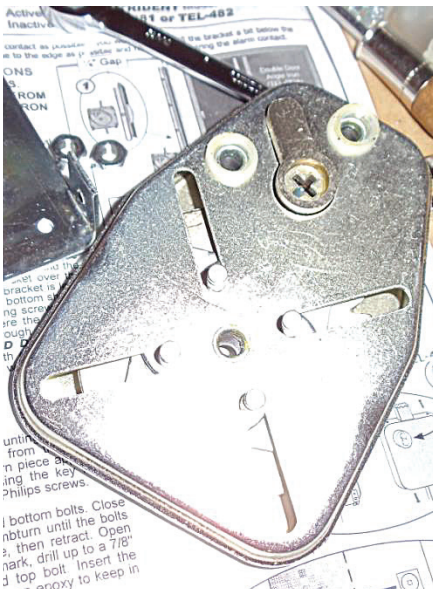
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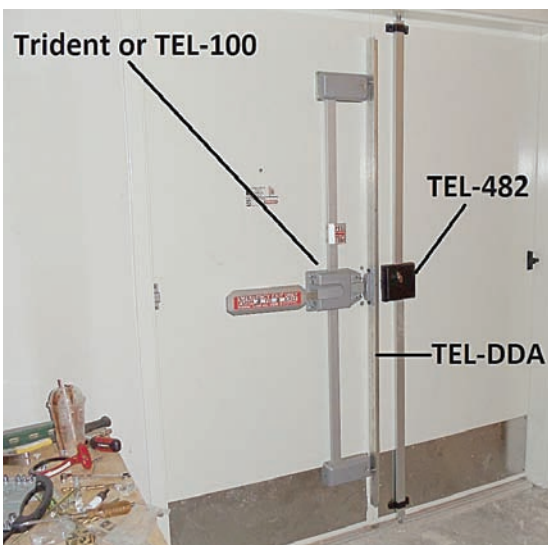




**Figure 7.** Notice the latch bolt going through the angle.



**Figures 8 and 9.** There are four studs that the flat bars fit into. By changing these, you can change the way it's set up.



**Figure 10.** All of the parts are installed.



**Figure 11.** The fire-rated door came with a strap added to the end of the push bar.

"The TEL-DDA has holes drilled for mounting but no template to make marks for the holes; you'll have to use the angle."

make the holes for the latches (Figure 7).

The TEL-482 was also a lot of fun. The one sent to me came with the vertical rods, but the main part was set up for a horizontal set-up. Before I could mount it, I had to change the way it was set up — and there were no instructions for doing so (Figure 8).

There are four studs that the flat bars fit into. By changing these, you can change the way it's set up (Figure 9).

## Finishing Up

In Figure 10, all of the parts are installed. Remember, this was a fire door set-up. The Trident sent to me (the one in the photo) was for a non-fire-rated door. That meant this one had to come off and be replaced with a fire-rated one. The only difference I noticed was a strap added to the end of the push bar (Figure 11).

This was a lot of fun. I'm not giving you every detail about the install, because it could've been a whole book. I know a book like that wouldn't make the bestseller list, but I wrote this article so you'll know not to bid too low for this type of job.

Like I've been saying for a long time, I love a challenge. Go out and have a lot of fun with it. ☺



**Mark "Thor" Caudill, CRL,** has been in the locksmith industry for more than three decades, working in all facets of the field, including automotive and vaults. He is currently an instructor for the Associated Locksmiths of North Texas, for which he also served two terms as education director, vice president and president.



# Yes, It's Tough

"I took a class, so why didn't I pass the PRP?"

By **Jim Hancock, CML, CMST**

**O**NE OF THE GREAT THINGS ABOUT THIS JOB IS THAT I GET TO TALK TO OR HEAR FROM members. I hear their issues with training and testing and the ALOA Convention & Security Expo, and then I try to figure out how to address these issues without reinventing the wheel. Some of these challenges are minor and require little effort to repair, while others require not only coming up with a new wheel, but also a new way to roll it.

This is never more evident than after convention. When you attend an ALOA class, at the end you're given a critique sheet to grade the instructors and the classes; this way, we can improve the ALOA education experience for all future attendees. I sort and read these sheets by class, and I compile a report for each instructor showing his "grades" on the 10 questions, as well as all the written comments. Once these reports are compiled, I send them to each instructor to read and digest. About mid to late September, I converse with them one at a time to discuss any issues that we need to address.

As I compiled the critiques this year, there was a common theme in many of the classes that I'd like to take this forum to address. It revolves around the relationship of the classes and the PRP testing. On many of the sheets, the students asked some variation of this question: "I took a class, so why didn't I pass the PRP?"

Let me try to explain this relationship.

## Experience Vs. Information

First, the PRP testing is and has always been a written exam series based on experience. True, there is a class offered to help you prepare to take the PRP; however, to have a good chance at passing any portion of the PRP, you must have the experience. While there may be new certifications added and new tests added — and even hands-on testing in conjunction with written exams in the future — the PRP testing will always be reflective of your experience in the industry.

The ALOA ACE classes are designed to be informative and educational. They are conceived with the idea that rookies will learn a specific discipline in the industry, while veterans can get a refresher or learn a new skill. The ALOA ACE classes have never been and should never be conducted simply to teach a test.

Those who have struggled over the years to achieve their certification, I believe, would all agree that even though it took a little time and money, they have more pride in the certification because they know they have earned it.

Not to get into any political or social debate, but if we were to start designing the classes simply as a means to pass the tests, then ALOA, the education department and the instructors would be no better than most of the public schools in the country today. The major complaint today about the public school systems is they no longer teach the three Rs, but instead spend a great deal of time teaching students how to pass state-approved tests.

We're working on ways to make the PRP testing more user-friendly, as it were, and give anyone taking the test a second time (or third or seventh, or . . . ) a better idea of what study is needed to get that passing grade. However, the integrity of the PRP and the ACE class will not be compromised to do this.

Now, let's address those of you who said you wanted a margarita machine in the classrooms. ☺



**Jim Hancock, CML, CMST**, ALOA's education manager, began his locksmithing career at the age of eight in his grandfather's lock shop in Gulfport, Mississippi. He has worked in every aspect of the business, from shop tech to mobile tech to operations management. In 2003 and 2009, he was presented with the ALOA ACE Award as Instructor of the Year. You can reach him at [jim@aloa.org](mailto:jim@aloa.org) or (214) 819-9733.

"Even though it took a little time and money, they have more pride in the certification because they know they've earned it."

# Making Legal Headway

ALOA members help score a big legislative victory in California.

By Barry Roberts, Esq.

**A**LOA IS PLEASED TO REPORT THAT CALIFORNIA S.B. 750 HAS BEEN VETOED BY Governor Jerry Brown. This bill received strong support from the auto industry and was pushed through the California Assembly on reconsideration in a special session this past August after having been defeated on the original vote earlier this year. This bill posed a genuine threat to the livelihoods of locksmiths with an automotive practice in California and in the many states that look to California as a leader in automotive legislation.

Had Governor Brown not vetoed this bill, automobile manufactures would have been legally authorized to refuse access to key codes to anyone except their own dealers for the life of the car. The impact on independent automotive locksmiths would have been devastating.

It is a major victory for the industry nationwide that this bill will not become the law of the land. California members have reported that ALOA's national campaign this August urging all ALOA members to contact California lawmakers about this bill had a real impact toward getting this bill vetoed. Hats off to the members who weighed in on the email and letter-writing campaign this August and helped get the veto. Well done.

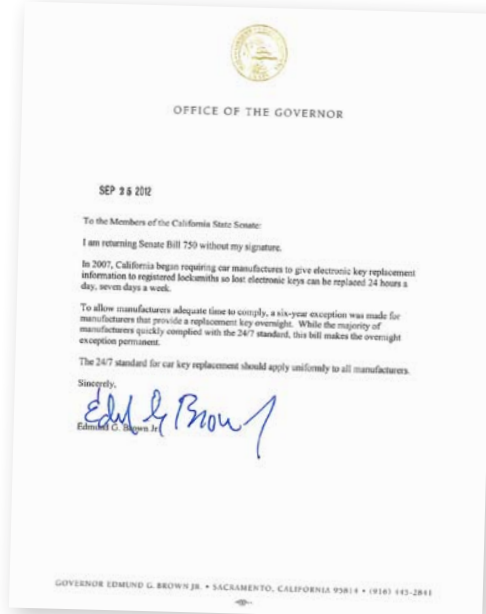
## Follow Our Lead

Massachusetts House Bill 3742, proposing a comprehensive locksmith licensing law, was recently reintroduced in the state house. While this bill is still some months away from a vote, Massachusetts lawmakers are focused on the locksmith industry, and legislation is likely. We encourage Massachusetts members to review ALOA's model bill.

We are here to assist members and lawmakers to write a law that incorporates the successful provisions of other states' laws while avoiding the cumbersome, burdensome and ineffective measures that have already been tried and failed elsewhere. Massachusetts members should look for legislative updates in their email in the coming months and may consider referring to ALOA's model bill to urge lawmakers toward passing a law that works and gets enforced.

## Protecting Our Trademark

On the legal front, ALOA recognizes that the scammer problem has become an epidemic, and is taking legal action against the some of the worst. Many ALOA members display the ALOA logo on their business' signs, websites and other materials, and this affiliation means something to consumers wary of getting ripped off.



California Governor Jerry Brown vetoed CS.B. 750, thanks in part to the lobbying efforts of ALOA members.

Some of the worst scammers have latched onto ALOA's good name and have begun displaying ALOA's logo on their websites and other materials in order to sucker customers into thinking they are legitimate. It is up to ALOA to enforce its federally registered trademark, and that is exactly what we've started doing.

We started with a scam operator with websites directed at New York and Minnesota. When he found out we were about to serve him with a trademark infringement lawsuit (which would cause him to have to explain his business practices to a federal judge upon being hauled into court), he quickly removed the ALOA logo from his websites.

ALOA is now preparing to file suit against one of the country's largest scam operators, who runs hundreds of illegitimate websites in California, Texas, Virginia, Washington D.C., Maryland and New Jersey. The operator of these websites has no license in the states that require licensure. He lists business addresses that do not exist on his websites, appears to be routing his calls out of state, displays the ALOA logo on his websites, is a known rip-off artist, and is exactly the kind of operator the industry needs put out of business.

In so many of these cases, locating the scam operator for service of process (the constitutional requirement of giving notice of a lawsuit) is difficult. Fortunately, it is settled law that a website host may be liable for contributory trademark infringement in violation of the Lanham Act, the federal law dealing with usage of trademarks.

They may also be liable for false designation of origin as well as unfair competition in violation of state law. We are optimistic that the webhost (in this instance Godaddy.com) will voluntarily remove the offending websites from its servers. If not, ALOA may seek an order to that effect in federal court.

### Battle Weapons

Our industry has a number of tools at our disposal in combating the locksmith fraud epidemic. The first step is getting laws against fraudsters on the books. The second step is

“Had Governor Brown not vetoed this bill, automobile manufacturers would have been legally authorized to refuse access to key codes to anyone except their own dealers for the life of the car.”

public (i.e., police and other government agencies) and private enforcement. When a locksmith represents his ALOA membership to the public, we want that logo to put customers at ease knowing they are dealing with a vetted, skilled and legitimate business.

Just as maintaining an individual locksmith's good name depends on registering his business' name and logo with his state

or the U.S. Patent and Trademark office, and then defending that good name in court if necessary, so too ALOA's legal defense of its good name protects every one of its members and the industry as a whole from fraudsters trading on ALOA's good name. Look for legal updates regarding ALOA's trademark defense in upcoming *Keynotes* issues.

If you would like more information about ALOA's legal or legislative issues, or a copy of the model locksmith licensing law, please contact ALOA's offices in Dallas or contact us directly. ☺

The Law Offices of Barry Roberts has offices in Washington, D.C., and Palm Beach Gardens, Florida, and serves as general counsel for ALOA. It focuses its practice on assisting business owners and business associations. Barry can be reached at his Washington, D.C., office at (202) 609-7390; at (561) 472-0828 in Palm Beach Gardens, FL; or at [barryrlaw@aol.com](mailto:barryrlaw@aol.com) anywhere.



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Scammers are making a fortune  
by violating this trademark law.

**By Mike Bronzell, RL**

**F**OR MORE THAN 10 YEARS NOW, A WELL-ORGANIZED CRIMINAL ENTERPRISE FROM Israel has set up shop as locksmiths and have been invading our industry. They have monopolized all of the advertising venues with false advertisements stating false facts, using false addresses, impersonating long-established shops, low-balling prices then inflating them when on scene, and claiming they are professionals but actually performing some of the most incompetent services ever seen. They have set up mega-locksmith companies by violating the Lanham Act, Title 15, U.S. Code 1125, which reads:

§1125. False designations of origin and false descriptions forbidden

(a) Civil action.

(1) Any person who, on or in connection with any goods or services, or any container for goods, uses in commerce any word, term, name, symbol, or device, or any combination thereof, or any false designation of origin, false or misleading description of fact, or false or misleading representation of fact, which—

(A) is likely to cause confusion, or to cause mistake, or to deceive as to the affiliation, connection, or association of such person with another person, or as to the origin, sponsorship, or approval of his or her goods, services, or commercial activities by another person, or

(B) In commercial advertising or promotion, misrepresents the nature, characteristics, qualities, or geographic origin of his or her or another person's goods, services, or commercial activities, shall be liable in a civil action by any person who believes that he or she is or is likely to be damaged by such act.

### **Help Fight Back!**

To donate to the ALOA task force online, please go to this link:  
<http://www.aloa.org/legalfund>

**“It has been apparent over the past 10 years that the federal government is not even remotely concerned about putting a stop to this.”**

Chances are your business has been hurt dramatically by these criminals, who are preying on our customers and making our industry look like a joke. It has been apparent over the past 10 years that the federal government is not even remotely concerned about putting a stop to this. It also seems that even in our own industry it is hard to get most of the locksmiths involved or doing something about it in a collective manor.

Therefore I would suggest that every individual locksmith who feels his business has been harmed due to this fraudulent criminal activity file a civil suit in federal court seeking damages for losses based on the violations of the above section of the Lanham Act. Further, you can ask for an injunction ordering the phone numbers of scammers named in your suit to be shut off. The listings with phony addresses (false designations of origin) should be a slam-dunk. Other issues would be the advertising lies that are listed on their websites.

Your case would be easily provable and should entitle you to damages and attorney's fees. I would encourage everyone to exercise this legal option as fast as possible. If you need any non-legal advice, you're welcome to contact me at [taskforce@yegg.info](mailto:taskforce@yegg.info). ☎



**Mike Bronzell, RL**, is the chairman of the ALOA Locksmith Task Force Committee. He has been the owner of All Hour Locksmith in Chicago's southwest suburban area since 1990. You can reach him at [keyman424@aol.com](mailto:keyman424@aol.com) and [taskforce@yegg.info](mailto:taskforce@yegg.info).

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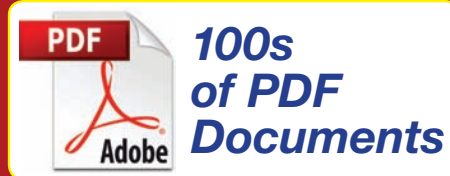
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## “Always Have Product in Your Showroom”

For an insider's perspective on safes, we spoke with **Lauren Hollon**, national sales manager for Hollon Safe, a manufacturer located in Corpus Christi, Texas, with more than 90 SKUs.

**Q: What are some of the biggest trends in the safe industry right now?**

**A:** As a trend in general, gun safe business has been good, mainly because of the economy and issues with the president and gun control. This time of year, gun safe sales are through the roof. You have both hunting season and Christmas around the corner. It's something locksmiths definitely need to think about — whether they carry gun safes or are thinking about carrying them, now is the best time to stock up on them.

**Q: What can locksmiths do to boost their safe sales?**

**A:** Of the locksmiths I speak with, the ones who don't sell a lot of safes typically don't stock a lot of safes; they often stock only one brand or a really high-priced safe. What locksmiths really need to do, and this is something that I teach in my “Rethinking Retail” class for ALOA, is always offer a variety and always have product in your showroom — people want to feel it, touch it, see it. It's the competitive edge locksmiths have over the online dealer. It's very important for them to keep some safes on their floor, and again, I wouldn't recommend just one brand. Most people are shocked when they hear that. They think, “You're not just going to tell me to stock your safes only and no one else's?” but there are different types of customers out there, and it's always good to have variety.

**Q: What is the biggest challenge right now for locksmiths who sell safes?**

**A:** It is themselves. Most locksmiths get in the way of themselves and their own success. It's difficult to admit when we are doing something that needs improvement, because we have always done it this way. I have dealers who will get six to eight

safes from us. The first three to five sell very quickly but the last one to three don't ever sell. This is because the customer perceives that the locksmith doesn't have a good selection.

When I buy bread, I go to the grocery store because they have an entire aisle dedicated to bread and bread-related products. But when I go to the convenience store, I never buy bread, because they only have one or two loaves of white bread. I certainly don't go to any store ever and order bread from a catalog, because I want it right now, today. However, I might go online to order a very popular specialty baked product that is unavailable in my area.

The most successful retailers of safes have a nice selection of safes. The ones that sell safes carry a minimum of eight safes at all times.

**Q: How can locksmiths show customers that the safes they stock are worth the higher cost than what they'd find at a big-box store?**

**A:** One of my favorite things, and I see this across the country, is that locksmiths will show a Sentry safe from Walmart that's been broken into. The locksmith doesn't have to drill the safe; he just gets a screwdriver and bends back the corner of the safe. Having an example or something to show is always good; it's worth it for locksmiths stocking safes to bring a cheap one in and show the difference side by side.

I even had a locksmith in Florida who took a coffee tin and stuck two padlocks on each side and had \$50 on it. When people come in and say, “I want a cheap safe,” he points to that. That gets them asking questions. Something like that's a really great idea; it basically says you're keeping your stuff in a tin can, which is what they're selling at the stores. ☺



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