

LCS Board Meeting Minutes



10:00 AM, Thursday, January 20th, 2022

At the West Annex

Members Present:

President - Stephen Irvin Balfour (1st term to 2022);
Vice-president - Michael Ross Searles (1st term to 2022);
Treasurer - Andrew Timothy Boardman (2nd term to 2023);
Secretary - George William Radford (2nd term to 2022);
Director - Richard Joseph Chase (1st term to 2022);
Director - Yolanda Martínez Llamas (2st term to 2022);
Director - Brian Thomas Dalziel (2nd term to 2022);
Director - Hunter Lee Johnson III (1st term to 2023);
Director - Larry John Barnhardt; (2nd term to 2023);
Director - Christy Carter Caldwell (2nd term to 2023);
Director - Leigh Ann Manheim (2nd term to 2022);
Director - Gregory Kyle Custer (1st term to 2023).
Past President - Carole Jeanne Wolff.

Members absent:

Vacant positions:

Director - (2nd term to 2022);

Also Present

Luis Francisco Pacheco Camara, Executive Director

1. Call to Order: Steve Balfour, President, at 10:06 AM.

2. Determination of a Quorum:

There was a determination of a Quorum with ten of ten voting members present.

3. Adoption of Agenda:

Motion: M/S/C Steve Balfour/Christy Caldwell to approve the January 20th 2022 agenda. The Board unanimously approved. **Motion carried.**

4. Board of Directors Nominees Hunter Johnson

From a list of almost 80 potential individuals, 30 were identified as qualified. Of those 2 candidates were put forward and interviewed to fill Board positions.

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- **Motion** M/S/C Hunter Johnson/George Radford to appoint Leigh Ann Manheim and Gregory Kyle Custer immediately to the LCS Board of Directors as member-at-large.
- Leigh Ann Manheim for the term ending in 2022 with reelection at the next AGM in March 2022 for a full two year term ending 2024.
- Gregory Kyle Custer for the term ending 2023 with ratification at the next AGM in March 2022.

Discussion. The Board unanimously approved. **Motion Carried.**

5. AGM agenda for posting notice of AGM date and items

- **The Annual General Meeting agenda** was reviewed for completeness. Board members were urged to attend in person for the meeting that will be held on campus and broadcast using Zoom. The agenda will be published 30 days in advance of the meeting on February 15th.
- **Special General Assembly January 31st, 2022** Board members were encouraged to invite as many of their member contacts to attend either in person or by Zoom.

6. President's Report: Steve Balfour

- **The Concerts in the Park** Since its inception the events have raised approximately \$3 million pesos gross in donations for the LCS. Of this \$1.2 million were consumed as expenses. Almost 90% of the entertainers and production staff have been Mexican. For the most recent concerts that required the audience to demonstrate vaccination status there has been a 99% compliance rate. Several concerts are planned through February and March.
- **Foreigner Appreciation Event** At a meeting with Aurora Michel and the Chapala municipal government plans for a municipality sponsored expat appreciation event were revealed. The event is tentatively scheduled for July and will be held on the LCS campus.

7. Secretary's Report: George Radford, Secretary

- **Motion** M/S/C George Radford/ Rick Chase to approve the minutes of the December 16th Board meeting. The Board members unanimously approved. **Motion Carried.**

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6. Treasurer's report: Tim Boardman, Treasurer.

December 2021

A deficit was always budgeted for the month, but it is larger than budget because of the following main items: Membership (61,000) Admin (76,000) timing of Grant Thornton payment, Board expense and increasing non-deductible expense provision. Building maintenance (115,000) electrical re south campus

Year to date [YTD]

Membership, programs and Fundraising are all above budget and are going strong. Admin expenses are very close to budget, other expenses are in line with the increased levels of revenue. Buildings/grounds reflect the additional repairs and maintenance that has been required. In short, the early start and success of Programs and the net contribution of \$1,000,000 pesos from concerts in the park has replaced the shortfall in budgeted donations of \$1,200,000.

Motion: M/S/C Tim Boardman/Christy Caldwell to accept the January, 2022 Treasurer's Board Report, Balance Sheet and other financial reports. **Discussion.** The Board unanimously approved. **Motion Carried.**

A public report is available in the LCS office.

7. Executive Director's Report - Luis Francisco Pacheco

- **LCS attendance** is steadily rising with over 1,000 visitors recorded for the past two weeks. Proof of vaccination is now required to attend Concerts in the Park
- **Electrical issues** have been a problem on the Campus. LCS has been ordered by the CFE to move electrical boxes to exterior walls. Circuits have been overloaded from the concert's stage and the Mudlarkers kiln requiring repairs. All this is now complete.
- **West Annex** The wall has been removed and the extension of the Blue Patio into the additional space is complete. Bricks from the walls were recycled to serve as the floor of the patio.
- **Hearing Clinic** *Oir Bien* is our new hearing clinic operator. They will offer a continuation and expansion of the services our previous partner Polo offered. They are currently renovating the office and moving in new equipment. Service is expected to begin in February.
- The **Children's Art Program** continues on Saturday mornings with attendance limited and Covid protocols in place.

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- The joint program between Semanario Laguna and Lake Chapala Society: **Todos English** has been very successful. Volunteers are now working on the translation of Spanish stories into English and posting them on the Laguna website.
- **Volunteers** Revisions are being made to the process of acquiring, training and mentoring volunteers. The volunteer handbook is being updated.

8. Campus Working Group: Larry Barnhardt, Chairperson

- **Program of Work Larry Barnhardt**
 - **Motion:** M/S/C Larry Barnhardt/Rick Chase to approve the Scope of Work for the Campus Group as defining the objectives and scope of the group's efforts. . **Discussion.** The Board unanimously approved. **Motion Carried.**
- **Recognition Policies Rick Chase** - Policy proposals and procedures have been developed and sent to the Board. Approval is expected at the February Board meeting. The policies and procedures cover;
 - Volunteer recognition
 - The annual Neill James Award
 - Requests for Recognition of Individuals
- **Immediate Use of the West Annex - George Radford** The draft recommendations are currently being reviewed with senior staff, key volunteers, donors and the Mexican Advisory Council.
- **Overall Campus Needs Assessment - George Radford** Volunteers are being sought to work with the core team. An initial plan of action is being reviewed by the Campus Work Group.

9. Board Development/Nominating Committee: Hunter Johnson, Chairperson

The selection of candidates for Board positions yielded a number of other individuals who appear to be good candidates for board committees. It's recommended to reach out to them after the AGM.

A new, simple Board member job description was reviewed and recommended for adoption as the new standard. It is intended to reflect the larger list of duties and responsibilities itemized in the constitution.

Individual Board members agreed to hold an orientation session with the two new appointees in February.

10. Mexican Advisory Council: Yolly Martinez, Chairperson

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At the West Annex

- The next meeting of the Council which was to focus on Council ideas for use of the West Annex has been postponed until Thursday January 27th at 4:00 P.M..

11. Old Business: None.

12. New Business: None.

13. Adjournment:

M/S/C Steve Balfour/Michael Searles to adjourn the meeting. The Board unanimously approved adjournment at 12:20 P.M.

The next board meeting date will be Thursday, February 17th, 2022 at 10:00 A.M. in the West Annex.

George William Radford, Secretary

Date of Approval: February 17th, 2022

Stephen Irvin Balfour, President

LCS Special Board Meeting Minutes

1:00 P.M. Monday, January 31st, 2022

At the Concert Stage on the LCS Campus



Members Present:

President - Stephen Irvin Balfour (1st term to 2022);
Vice-president - Michael Ross Searles (1st term to 2022);
Treasurer - Andrew Timothy Boardman (2nd term to 2023);
Secretary - George William Radford (2nd term to 2022);
Director - Richard Joseph Chase (1st term to 2022);
Director - Brian Thomas Dalziel (2nd term to 2022);
Director - Larry John Barnhardt; (2nd term to 2023);

Members absent:

Director - Christy Carter Caldwell (2nd term to 2023);
Director - Leigh Ann Manheim (2nd term to 2022);
Director - Yolanda Martínez Llamas (2st term to 2022);
Director - Hunter Lee Johnson III (1st term to 2023);
Director - Gregory Kyle Custer (1st term to 2023).
Past President - Carole Jeanne Wolff.

Vacant positions:

Director - (2nd term to 2022);

Also Present

Luis Francisco Pacheco Camara, Executive Director

1. Call to Order: Steve Balfour, President, at 1:00 P.M.

2. Determination of a Quorum:

There was a determination of a Quorum with seven of twelve voting members present.

3. Purpose of the Meeting:

Given the urgency of protocolizing the minutes of the Special General Assembly of January 31st, 2022 in order to complete the sale of property bequeathed to the LCS, a special Board meeting was convened following the Special General Assembly with available members to approve the minutes of the Special Assembly. The Special Assembly delegated approval of the minutes to the LCS Board.

LCS Special Board Meeting Minutes



1:00 P.M. Monday, January 31st, 2022

At the Concert Stage on the LCS Campus

M/S/C George Radford/Michael Searles to approve the minutes of the January 31st, 2022 Special General Assembly as drafted by the Secretary. Discussion. Members approved unanimously. Motion passed.

4. Adjournment:

M/S/C Steve Balfour/Michael Searles to adjourn the meeting. The Board unanimously approved adjournment at 1:10 P.M.

The next regular board meeting date will be Thursday, February 17th, 2022 at 10:00 A.M. in the West Annex.

George William Radford, Secretary

Date of Approval: February 17th, 2022

Stephen Irvin Balfour, President