

# LCS Board Meeting

10:00 AM, Thursday, May 20th, 2021

By Zoom Teleconference

## **Members Present:**

President - Stephen Irvin Balfour (1<sup>st</sup> term to 2022);  
Treasurer - Andrew Timothy Boardman (2nd term to 2023);  
Secretary - George William Radford (2nd term to 2022);  
Director - Brian Thomas Dalziel (2<sup>nd</sup> term to 2022);  
Director - Larry John Barnhardt; (2nd term to 2023).  
Director - Richard Joseph Chase (1<sup>st</sup> term to 2022);  
Director - Yolanda Martínez Llamas (2<sup>st</sup> term to 2023).  
Director - Hunter Lee Johnson III (1<sup>st</sup> term to 2023).

## **Members Absent:**

Director - Elizabeth Villaseñor Ramírez (2<sup>nd</sup> term to 2022);  
Director - Christy Carter Caldwell (2nd term to 2023);  
Director - Michael Ross Searles (1<sup>st</sup> term to 2022);  
Past President - Carole Jeanne Wolff

## **Vacant positions:**

Vice-president  
Director - (1<sup>st</sup> term to 2023).

## **Also Present**

Luis Francisco Pacheco Camara, Executive Director

### **1. Call to Order: Steve Balfour, President, at 10:05 AM.**

### **2. Determination of a Quorum:**

There was a determination of a Quorum with eight of eleven voting members present.

### **3. Adoption of Agenda:**

**Motion:**. M/S/C Steve Balfour/George Radford to approve the May 20th, 2021 agenda.  
The Board unanimously approved. **Motion carried.**

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## 4. President's Report: Steve Balfour

- Cruz Roja Event, June 9 - A special event concert is planned to support badly needed repairs to the Cruz Roja buildings in Chapala.
- Pride Event activities on campus are planned for June 18, 19, 20
- Conecciones Magazine will be printed for the June edition
- Retreat Follow Up
  - Annual Fund
  - Board Development Committee - Hunter Johnson will lead the committee.
  - Other Committees need Board members to step up to lead.
- Concerts in the Park. See Executive Directors report below for details

## 5. Secretary's Report: George Radford

The Minutes of the Board Meeting on April 15th, 2021.

- **.Motion** M/S/C George Radford/ Tim Boardman to approve the minutes of the April 15th Board meeting. The Board unanimously approved. **Motion Carried.**

Minutes of August 20, 2020 were delivered to Bancomer for updating of signatures over 12 weeks ago. No response. George Radford will continue to follow up with the branch manager.

Minutes of the March, 2021 aGM meeting are still in the hands of Notario #2 for translation and protocolization.

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

### Month of April

Good month overall. Donations being under budget is more than offset by Membership and the Fundraising (Concerts in the park). Admin also includes a \$34,500 finiquito paid to the office staff member and a payment of \$11,000 to have the staff tested for COVID after the false notices were posted in late April.

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## Year to date [YTD]

Although still in deficit for the year, The LCS is doing better than expected. A shortfall in Donations is being offset by the Fundraising (Concerts)[\$350k net] and the Programs [\$96k net] starting earlier than the budget estimated. Unrestricted cash is at \$948k or close to 3 months of operations.

**Motion** M/S/C Tim Boardman/Larry Barnhardt to approve the addition of Mark Rochon to the LCS Finance Committee. This request is made in according to section 10.02(3) of the Constitution. The Board unanimously approved. **Motion Carried.**

## **7. Executive Director's Report - May, 2021. Luis Francisco Pacheco**

The campus continues to reopen and we are activating services and programs according to the COVID operational plan. It is important to remember that the red button was dismissed, but we are still in Phase one of the Operational COVID Strategy and will continue operating under those conditions. We expect new possibilities of opening more programs as the vaccination process of many of our members is being completed.

<b>Attendance by week Dates</b>	<b>#</b>
Feb 2 to Feb 6	163
Feb 8 to Feb 14	380
Feb 15 to Feb 21	647
Feb 22 to Feb 28	750
March 1 to March 7	819
March 8 to March 14	707
March 16 to March 21	524
March 22 to March 28	743
March 29 to April 4	610
April 5 to April 11	795
April 12 to April 18	697

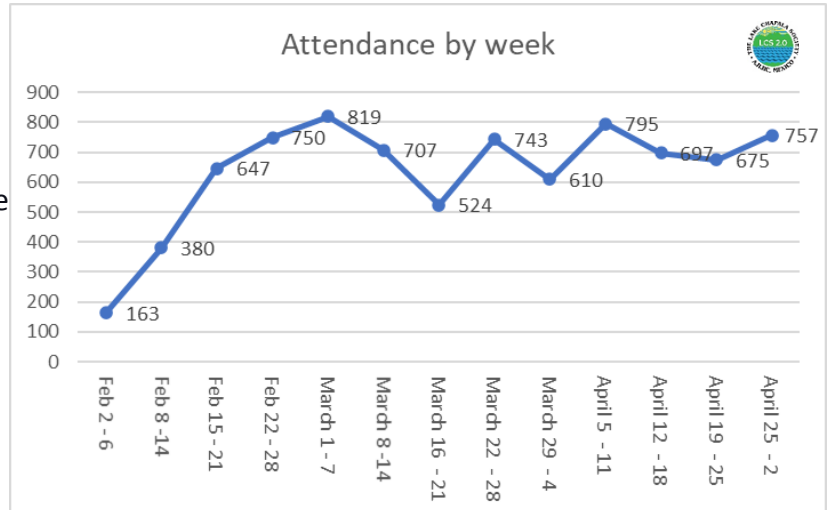
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April 19 to April 25	675
April 25 to May 2	757

Attendance on campus maintains steady and that is also reflecting on a more active participation in activities and courses. We are beginning to use the new application for the gates, with very good response; now we have all the member information, and we can tell people at the gate if their membership has expired.



#### Campus maintenance

We kept on working with staff and volunteers on an annual maintenance plan. This month we have increased the work on gardens to prepare for the rainy season. We are doing the tree pruning. A donation was made to repair the front entrance ramp and sidewalk. Started repairing the front entrance ramp and sidewalk and working on a solution that will keep us protected from water coming in during the rainy season. The finance server needs to be urgently replaced. A new one is on order.

We are looking into a new garbage collector service trying to reduce prices.

#### Development activities

We sent an appeal on April 27, we got 31 clicks on the donation link. The donations program is currently being updated because not enough follow up is being done. Thank you notes have been sent but need an update. We had 91 clicks on the donation link in the appeal. On the April magazine email 8 clicks were registered on the donation link. It is necessary to cross information from the actual donations and contact everyone that went in but didn't close the donation.

The Enrique de Allende and Effie Passero concert took place on April 11<sup>th</sup>. Two hundred and four people attended. The second concert with Keith Tynes took place on April 18<sup>th</sup>. A hundred and sixty-one people attended. The 7<sup>th</sup> concert is scheduled for May 5 featuring Enrique de Allende the 8<sup>th</sup> concert is scheduled for May 16<sup>th</sup> with Effie Passero. Our 9<sup>th</sup> concert will be May 30<sup>th</sup> and

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is a special event with Michael Reason. We are reinforcing social distance measures to keep members and volunteers safe. New sponsors are coming on board.

This concert series is still our most important fundraising event.

We collaborated and hosted an event with The Feria de los Maestros del Arte on April 30 & May 1<sup>st</sup>. Since May 1<sup>st</sup> is a non-labor Mexican day, The Feria paid for the housekeeping services.

Open Circle continued according to the schedule.

Date	Conference	Attendance
April 4	David Ellison. It is only by Leaving your home that you find it	60
April 11	Phill Rylett. Don't learn Spanish (do this instead)	120
April 18	Cesar Vega y Tran Dang. Leave no one behind	63
April 25	Spring Mariachi Music. Daniel Medeles	120

The Executive director, Development director, Education director, and Graphic designer continue designing the Givecloud platform. We advance on the design and upload simulation so it can be tested according to our operation needs. Could not make it to start in March and the try out will probably go into May. We are looking for someone that will help us coordinate and move forward with that project.

The book donations are being kept at the South campus and the library has started to process them.

#### **Education Programs.**

Spanish in action: The new period started. All classes are full. We started a new level: 2B and will start the 3A level in May. Level 3B is being prepared so it can be opened in July. We are using Wilkes Center for some of these classes.

Spanish a la Carta: we launch another 2 classes, basic topics this time since the topic for advanced seems not to be attractive.

We continue with Driver's license courses and aid and launch again the "Mexican Salsas" class.

Mexican Advisory Council: Work plan for its implementation is on course. The email invitation for the first meeting to those people who accepted to participate was sent. Nine one-on-one meetings to welcome and introduce the members had taken place. First meeting is May 6.

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We are looking into paying some publicity on Facebook to promote our classes. Since Facebook's algorithm only shows our post only to a few people.

The first class getting this is Intro to Lakeside that has been planned for June.

#### **Human resources.**

Shelley Huerta Moncisvais, our Auxiliary Bookkeeper, left April 16. Vanessa Castañeda Rodriguez filled the position on April 9<sup>th</sup>. Vanessa was doing her social service in the Development Office and she is a part of our Student Aid Program. A training program was prepared by Arturo, our accountant.

Arrangements were made so all employees got tested for COVID. No positive result came up. We are doing everything necessary to take care of the entire community and avoid the chain of infections. We are giving our staff all the support we can.

#### **Volunteers**

The second managers general meeting took place on April 23. We continue to work on an annual plan for each area and a general volunteer plan. Monthly managers meetings will be held. We had lunch with the docent's team. We want to keep having these gatherings every month, so the docents will learn more about LCS and start building a service-oriented culture.

#### **Conecciones Magazine:**

We designed and included 13 external advertisements and 6 LCS advertisements. We had 640 views and 718 impressions to-date.

#### **Social Media:**

We got 105 new followers, 54 posts and 8,847 people reached. The New LCS kitties Facebook page was created to support adoption of the cats on campus.

#### **Molinari Estate**

As instructed on the Board retreat, we have proceeded to look for possible donations to acquire the property.

#### **Membership**

We can see a small rise in the membership numbers.

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Membership Type	Jan 19 as of 2/1/19	Feb 19 as of 3/1/19	Mar 19 as of 4/1/19	Apr 19 as of 5/1/19	Dec 19 as of 1/1/20	Jan 20 as of 2/1/20	Feb 20 as of 3/1/20	Mar 20 as of 4/1/20	Apr 20 as of 5/1/20	May 20 as of 6/1/20	Dec 20 as of 1/1/21	Jan 21 as of 2/1/21	Feb 21 as of 3/1/21	Mar 21 as of 4/1/21	Apr 21 as of 5/1/21
Business Gold	4	4	4	4	3	2	2	2	2	3	1	1	1	1	0
Business Paladium	0	0	0	0	1	2	2	2	2	2	0	0	0	0	0
Business Platinum	2	2	2	2	2	2	2	2	2	1	0	0	0	0	0
Business Silver	1	1	1	1	1	2	2	2	2	3	3	3	3	4	4
Business Titanium	0	0	0	0	-	-	-	-	-	1	3	3	3	3	2
Employee		1	1	1	1	1	1	1	1	1	1	1	1	1	1
Life Member	14	14	14	14	16	16	16	16	16	16	14	14	14	14	15
Monthly Member	181	281	235	101	91	177	154	89	13	5	22	15	23	29	22
Regular Member	228 1	226 8	227 3	224 5	216 4	219 1	216 4	208 6	197 2	184 0	142 5	132 3	139 7	144 8	144 9
Senior Member	343	346	348	339	322	337	349	331	315	297	295	276	283	287	283
Student Member	2	2	3	3	2	2	1	2	1	1	0	0	0	0	0
<b>Total</b>	<b>282 8</b>	<b>291 9</b>	<b>288 1</b>	<b>271 0</b>	<b>260 3</b>	<b>273 2</b>	<b>269 3</b>	<b>253 3</b>	<b>232 6</b>	<b>217 0</b>	<b>176 4</b>	<b>163 6</b>	<b>172 5</b>	<b>178 7</b>	<b>177 6</b>

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**8. Audit Committee Report: Brian dalziel, Chairperson.**

- No significant activity to report.

**9. Membership Committee: Brian Dalziel, Chairperson**

- No significant activity to report.

**10. Community Committee: Larry Barnhardt, Chairperson**

**Mexican Advisory Council -**

- The full committee met for the first time on May 6th led by Yolly Martinez and Alfredo Perez. Seven committee members attended. The next meeting will be June 10th
- Members are appointed for 3 year terms
- Alfredo Perez will serve as the liaison between the committee and the LCS Board of Directors.

**11. Old Business:** No items raised.

**12. Adjournment**

M/S/C Richard Chase/Tim Boardman to adjourn the meeting. The Board unanimously approved adjournment at 12:05 P.M.

**The next board meeting date will be Thursday, June 17th, 2021 at 10:00 AM via ZOOM teleconference.**



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Date of Approval: June 17th, 2021

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George William Radford, Secretary

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Stephen Irvin Balfour, President