



LCS Board Agenda DRAFT
10:00 AM, Thursday August 15th, 2024
South Campus Sala

President: Yolanda Martinez Llamas (finish 2nd term to August 2024);
Vice-President: Gregory DiStefano (finish term 2025);
Secretary: Michael Abe Platt (1s term to 2026);
Treasurer: Andrew Timothy Boardman; (3rd term to 2025);
Director – Hunter Lee Johnson III (2nd term to 2025);
Director – Madera Glenn (1st term to 2026);
Director – Linda Goman (1st term to 2026);
Director – Stephen Graham (1st term to 2026);
Director – Greg Custer (1st Term to 2025)
Director – George William Radford (1st term to 2026);
Director – John Henry (term to 2025);
Director - León Felipe Muñoz (1st term to 2025)

Vacant Positions:

Director - (term to 2025).

Absent:

Also Present: Past President, Interim Exec Director - Stephen Irvin Balfour

Guest Speakers: Joan Ward - 5 minutes

Guests:

Closed Session 10:00 to 10:30 A.M.

The Board discussions to include: human resource matters, a legal matter regarding a bequest.

Open Session 10:35 am

2. Determination of a Quorum:

There was a determination of a quorum with seven of eleven voting members present.

3. Adoption of Agenda:

- **Motion:** M/S/C



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10:00 AM, Thursday August 15th, 2024

South Campus Sala

4. Secretary's Report: Michael Platt, Secretary

- **Motion:** M/S/C

5. Treasurer's report: Tim Boardman, Treasurer

- **June financials – Motion:** to accept the June 2024 Treasurer's Board Report, M/S/C
Tim Boardman,
- **Audit Report**
 - **Motion:** To acknowledge receipt of the 2023 Audit Report as presented by the External Auditors. This report has been posted on the LCS Website under – About Us > Governance > Documents. M/S/C

6. President's Report: Yolanda Martinez, President

Recognition of the Mentors/Volunteers that served with the recent Summer Children's Art Camp. Update from Director of Education on Art Camp.

- **Special Assembly Scheduled for August 20 – Encourage attendance.**
 - **Motion:** M/S/C to approve the Ballot for Motions to be presented at the Special assembly on August 20th.

7. Executive Directors Report: Steve Balfour

- **Staff Updates** (w/Steve Graham)
 - Dir of Finance and Administration
 - Dir of Development – work docs
 - Executive Director
- **Extraordinary Meeting**
 - Review sign in process for Extraordinary Meeting - Volunteers
 - Request that anyone wanting to distribute materials for the Extraordinary meeting to bring them the morning of the meeting in advance of meeting time and place them on the tables and chairs to avoid inconvenience at the gate
- **Demands on Staff time**
- **Data information policy**
- **Wilkes Center**
 - A restricted fund for the Wilkes Center has approx. \$1 million pesos in it to be used to address much needed improvements to the property. Priority for this project needs to be liability based and urgent structural needs. This will not be program based at this point. We still need committee members.



LCS Board Agenda DRAFT

10:00 AM, Thursday August 15th, 2024

South Campus Sala

8. Board Development Committee: Hunter Johnson, Chairperson

- **Nominating Committee** report
 - Updates on Candidates for the President's position at the August 20, Extraordinary Meeting
 - Candidate Ballot Approval
 - Presenter for Agenda Items and voting at the Extraordinary Meeting on August 20.
 - Format for speaking at the Extraordinary Meeting
 - Format for vote counting
 - Volunteer needs and requests for Extraordinary meeting
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- **Confidentiality Agreements** for those handling sensitive information.
- **New Bylaws/Governance Committee**
 - By the November 2024 Board meeting, the Board is to establish a new Bylaws Committee to review the LCS bylaws in their totality without time constraints and be charged with recommending any additional bylaw amendments to ensure good governance, transparency, and legal sufficiency.
- Motion to establish the next **Board Meeting for August 20, at 2:00. M/S/C**

9. IT Committee Update: George Radford, Chairperson

The Committee is meeting weekly to address several concurrent projects.

- A new Library system (KOHA, ko ahh), is in final testing and conversion of legacy data stages. Implementation is timed for mid-September
- Updates are being made to the existing LCS website – progress is visible now.
- The next initiatives are;
 - Further refinements to the year old LCS reservation system (GiveCloud).
 - the development of a longer-range plan for IT development to reflect the future of the LCS,
 - Donor Perfect, an application to support more refined fundraising.

10. Other Committee Reports:

Search Committee: Steve Graham

Fund Development Committee: Madera Glenn

10. Executive Committee Report:

- Already addressed in updates and motions above. For the record these items were discussed during the closed session prior to the beginning of this board meeting.



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- Staffing Matters
- Will Status

13. Old Business:

14. New Business: None

15. Adjournment: M/S/C

NOTE - Next Meeting Date

The next board meeting date will be Tuesday August 20th, 2024 at 2:00 PM

Michael Abe Platt, Secretary

Date of Approval: August ____th, 2024

Yolanda Martinez Llamas, President