

LCS Board Meeting
10:00 AM, Thursday, June 18th , 2020
By teleconference

Members Present:

President - Carole Jeanne Wolff (1st term to 2020);
Vice-president - Howard Feldstein (1st term to 2020);
Treasurer - Andrew Timothy Boardman (1st term to 2021);
Secretary - George William Radford (1st term to 2020);
Director - Elizabeth Villaseñor Ramirez (1st term to 2020);
Director - Mac Bruce Whyte (1st term to 2020);
Director - Brian Thomas Dalziel (1st term to 2021);
Director - Virginia Boyle Pelzl (1st term to 2020);
Director - Christine Caldwell (1st term to 2021);
Director - Larry John Barnhardt; (1st term to 2021).
Director - Antoinette Francis Brahm (1st term to 2021);

Members Absent:

Vacant positions:

Director - (1st term to 2021);
Director - (1st term to 2021).

Also present:

Executive Director - Steve Irvin Balfour.
Nancy Creevan

1. Call to Order: Carole Wolff, President at 10:05 AM.

2. Adoption of Agenda: There was a determination of a Quorum with eleven of eleven voting members present.

M/S/C George Radford/Tim Boardman to approve the June 18th, 2020 agenda. The Board unanimously approved.

3. President's Report: Carole Wolff

Brian Dalziel was tasked with heading a team to plan the delayed 2020 LCS Annual General Meeting to be held August 20th , 2020 either on the LCS campus or online.

Carole Wolff asked members to reserve Aug24/25 for a Board retreat following the planned AGM.

4. Secretary's Report: George Radford

- **Approval of the May 21st, 2020 Minutes:** M/S/C Gin Pelzi /Howard Feldstein to approve the minutes of the May 21st, 2020 Board meeting. The Board unanimously approved. **Motion Carried.**

5. Executive Director's Report - June, 2020. Steven Balfour

- The LCS released a new video to members recalling “memories” of the LCS.
- Steve held another meeting with staff to bring them up-to-date on plans for eventual reopening.
- The Volunteer Committee met to review training requirements for reopening.
- Marie, the manager from the Wilkes center will be brought to the main campus to supervise cleaning staff.
- Steve gave us an online paid classes update and relayed how the info on this is being relayed to membership. Warren Hardy Spanish is now being offered online to registered students. Other offering of paid spanish classes online and Hunter will be offering a Pottery class.
- Open Circle discussion on logistics of the transition regarding committee members, finance plan, strategy in place, outline of operation on campus, and donor base; 67 videos full rights and sharing past recordings.
The Board requests that we have a legal document regarding their responsibilities for any liability prior to transition; finitos of their workers that they let go; and list of assets given to LCS.

Motion was made that the Lake Chapala Society approved the taking over of Open Circle as an additional program with due diligence when the legal documentation has been completed. M/S/C xxxx/xxxx to approve taking over of Open Circle as an additional program with due diligence when the legal documentation has been completed. Discussion . Motion Carried.(George maybe you or Brian or Larry could work wordsmith on this motion.)

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

May

The appeals for donations continue to be successful and online membership renewals are doing better than I had expected (probably because they are being included as a way to help LCS in the donations appeal). Show a surplus of \$306k for the month. Payroll under budget because of the 5 week issue outlined last month. Buildings /grounds includes \$25,000 janitorial supplies (pre-opening expenses).

Year to date

Because of the donations received, LCS is at break-even for the year. Unrestricted cash has now increased to \$1,100,808 peso, or close to 3 months payroll/reduced operating expenses.

M/S/C George Radford/Howard Feldstein to accept the June 2020 Treasurer's Board Report, Balance Sheet and other financial reports. Discussion. The Board unanimously approved. **Motion Carried.**

7. Resolution to Censure LCS Member

M/S by Gin Pelzi/George Radford to adopt the following resolution:

WHEREAS it is the policy of LCS that the facilities and grounds provide a congenial, respectful and safe environment for members and visitors;

WHEREAS LCS member Ann Houck exhibited disruptive and verbally abusive behavior at the LCS Holiday Fair on 23 November 2019;

NOW THEREFORE IT IS RESOLVED that LCS member Ann Houck is notified in writing that any similar disruptive behavior in the future will constitute grounds for expulsion from The Lake Chapala Society.

The Board unanimously approved. Motion Carried.

8. Standing Committee Reports:

- **Audit Committee:** Brian Dalziel, Chairperson.

Revisions were drafted to update LCS policies relating to political activities, religious expression and the display of obscene materials on LCS properties and at LCS events, as well as provisions that govern the use of LCS meeting facilities by outside groups. These proposals were circulated to Board members and the Executive Director for review and comment. Edits and revisions are complete and the final policy documents are ready for adoption.

M/S/C George Radford/Tim Boardman to adopt revised policies and procedures pertaining to political activities, religious expression, obscenity, and the use of LCS facilities by outside groups. The Board unanimously approved. Motion Carried.

- **Campus Committee:** Howard Feldstein, Chairperson.
 - Howard has received an appraisal of the Molinari property at approximately \$3000 thousand USD.
 - Waiting on Architects to come in with and estimate on the Children's Arts Center.
 - Bequest Property where LCS is one of the benefactors Howard and Steve are working on the logistics and are considering bringing in Spencer to assist. Concern on the time frame logistics that might create a problem if not dealt with soon.
- **Community Committee:** Larry Barnhardt. Chairperson.

No report this month.

- **Program Committee:** Mac Whyte, Chairperson

Mac reported the focus of the committee at present is developing processes for the recruitment, orientation, and training for instructors, facilitators, and other personnel;

Another effort is to explore online learning potential for LCS.

- **Fund) Development Committee** George Radford, Chairperson.

- Annual Giving: May 30: 895,340 Pesos.
- Software Progress Steve continues working on point of sale software and Tim is working on improving credit card payment processing transactions.
- Class Revenue is being considered on line and Steve is working on this.
- Membership and Marketing see the ad-hoc committee #12 below.

9. Ad Hoc Capital Campaign Committee: Steve Balfour. No report this month.

10. Ad Hoc LCS 2.0 Project Management Committee: Brian Dalziel, Chairperson.

No report this month.

11. Ad hoc Committee for C-19 Planning George Radford

The team continues to meet weekly to review financial status and develop plans for the gradual reopening of the LCS Campus.

12. Ad hoc Committee for Membership Renewals George Radford

The team meets weekly to develop an email and phone campaign to reach lapsed members to encourage renewal. The program will launch in July.

13. Ongoing activities

The successful Reaching Out Program continues to check on the safety of local residents.

14. Old Business:

- Revised Rental Agreement due to some conflicts in LCS responsibility to a constituent vs the renter if there is a liability of service render. Steve is working.

with David Watley.

15. Adjournment

M/S/C George Radford/Tim Boardman to adjourn the meeting. The Board unanimously approved adjournment at 11:37 AM.

The next board meeting date will be Thursday, July 16th, 2020 at 10:00 AM using Zoom teleconference services.

Date of Approval: July 16th, 2020

George William Radford, Secretary

Carole Jeanne Wolff, President