

LCS Board Meeting Minutes

10:00 AM, Tuesday, November 14th, 2023



Members Present:

President - Stephen Irvin Balfour (2nd term to 2024);
Vice President - Yolanda Martínez Llamas (1st term to 2025)
Treasurer - Andrew Timothy Boardman (2nd term to 2023);
Secretary - George William Radford (3rd term to 2024);
Director - Hunter Lee Johnson III (2nd term to 2025);
Director - Christy Carter Caldwell (3rd term to 2025)
Director - Gregory Kyle Custer (2nd term to 2025).
Director - Gregory DiStefano (2nd term to 2025);

Members absent:

Director - Leigh Ann Manheim (1st term to 2024)
Director - Leon Felipe Muñoz (1st term to 2025)
Past President - Carole Jeanne Wolff.

Vacant positions:

Director - Up for election 2024
Director - Up for election 2024

Also Present

Luis Francisco Pacheco Camara, Executive Director

An Executive Session to discuss human resources took place before the regular Board meeting attended by current members of the Board only.

1. Call to Order: Steve Balfour, President, at 10:38 AM.

2. Determination of a Quorum:

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

3. Adoption of Agenda:

Motion: M/S/C Steve Balfour/George Radford to approve the November 14th, 2023 agenda. The Board unanimously approved. Motion carried.

4. President's Report: Steve Balfour

- a. Cafe Update
 - i. Opened on schedule October 23rd.

LCS Board Meeting Minutes



10:00 AM, Tuesday, November 14th, 2023

- ii. Large attendance with the Mayor and American Consulate representatives there for the opening ceremonies.
- b. Appointment of new Board member
 - i. Steve Balfour recommended a new member for the Board. Mike Platt comes with extensive volunteer experience with the LLT.
 - ii. **Motion:** M/S/C Hunter Johnson/Christy Caldwell to appoint Michael Platt to the Board of Directors effective immediately. **Discussion.** The Board unanimously approved. **Motion Carried.**
- c. Concerts and Events upcoming - Mark your calendars
 - i. Blues Fest 12/16
 - ii. Jan 13 Mexican Community Outreach Concert. Shakira Unplugged at auditorio

5. Secretary's Report: George Radford, Secretary

- **Motion:** M/S/C George Radford/Steve Balfour to approve the minutes of the November 10, 2023 Board Meeting. The Board unanimously approved. **Motion Carried.**

6. Treasurer's report: Tim Boardman, Treasurer

- Tim reviewed financial reports up to September 2023. The October report is still in preparation and will be available shortly.
- **Motion:** M/S/C Tim Boardman/George Radford to accept the September 2023 Treasurer's Board Reports, Balance Sheets and other financial reports. **Discussion.** The Board unanimously approved. **Motion Carried**
- A public report is available in the LCS office.

7. Fund Advancement Committee: Greg DiStefano, Chairperson

- Greg DiStefano has identified a potential volunteer to assist the LCS in extending its use of social media.
- A "What is the LCS" video is being planned..

9. Board Development Committee: Hunter Johnson, Chairperson

- The Nominating Committee has been identified.
- **Motion:** M/S/C Hunter Johnson/Christy Caldwell to approve the appointment of Hunter Johnson, Nancy Crevan, George Radford, Steve Balfour and Jack

LCS Board Meeting Minutes



10:00 AM, Tuesday, November 14th, 2023

Knudsen to the 2024 Nominating Committee. **Discussion.** The Board unanimously approved. **Motion Carried.**

10. Mexican Advisory Council: Yoly Martinez, Chairperson

- Yoly Martinez has been in discussion with the Jalisco Health Department about the possibility of offering free Flu shots at the LCS.

12. Executive Director's Report - Luis Francisco Pacheco

● Information Systems

- It is estimated the cost of hiring an consultant for the development of a replacement for the existing LCS website may be upwards of \$100,000 pesos
- The replacement of LibraryVision will require significant cleanup of the current collection. Luis Pacheco requested approval of contracted assistance with that effort.
- **Motion:** M/S/C Hunter Johnson/George Raddford to approve the hiring of contract staff to assist in the migration of the English Library collection to the new application. **Discussion.** The Board unanimously approved. **Motion Carried.**

● 2024 LCS Budget

- Budget projections will be available in ten days.

● Legacy Bequest

- The LCS will return to court on Tuesday November 21st to attempt to get an estate executor appointed.

13. Old Business: None

14. New Business: None

15. Adjournment: M/S/C Hunter Johnson/Christy Caldwell to adjourn the meeting. The Board unanimously approved adjournment at 12:09 P.M..

The next board meeting date will be Tuesday January 9th, 2024 at 10:00 A.M..

LCS Board Meeting Minutes

10:00 AM, Tuesday, November 14th, 2023



Date of Approval: December 12th, 2023

George William Radford, Secretary

Stephen Irvin Balfour, President