

**LCS Board Meeting**  
**10:00 AM, Thursday, January 19, 2017**  
South Campus

**Members Present:**

President - Ben White (2<sup>nd</sup> term to 2018);  
Vice President - Cate Howell (1<sup>st</sup> term to 2017);  
Secretary - Carole Wolff (2<sup>nd</sup> term to 2018);\*via skype  
Treasurer - Michael Searles (2<sup>nd</sup> term to 2017);

**Directors at Large:**

Director - Matthew Butler (2<sup>nd</sup> term to 2018);  
Director - Dee Dee Camhi (1<sup>st</sup> term to 2018);  
Director - Barbara Hildt (1<sup>st</sup> term to 2017);  
Director - Lois Cugini (3<sup>rd</sup> term to 2017);  
Director - Yolanda Martinez (1<sup>st</sup> term to 2017);  
Director - Geoffrey Kaye (1<sup>st</sup> term to 2018);  
Director - George Radford (1<sup>st</sup> term to 2018);

**Others Present:**

Past President - Howard Feldstein;  
Executive Director - Terry Vidal.

1. Call to order: President Ben White called the meeting to order at 10:00 AM. There was a determination of a Quorum with eleven of eleven voting members.
2. Adoption of Agenda: M/S/C Michael Searles/Cate Howell to approve the January 19, 2016 agenda. The Board unanimously approved.
3. Secretary's report:
  - Approval of the December 15, 2016 Minutes: M/S/C Carole Wolff/Michael Searle to approve the December 15, 2016 Minutes. The Board unanimously approved.
4. Treasurer's report: Michael Searles M/S/C Michael Searles/Cate Howell to accept the December Board Report, Balance Sheet and other financial reports. The Board unanimously approved. All reports reflected that LCS is financially healthy. A public report is available in the LCS office.

## ● Report to the Board on LCS December 2016 Financial Statement.

➤ December income was \$18,679 under the budgeted amount. This shortage was primarily due to Donations (-\$35,666), Investment Income (-\$119,469) and Facilities Use (-\$495). This shortage in income was partially offset by overages in Membership (\$32,807), Programs (\$34,954), Fundraising (\$26,104) and Directory (\$43,086)

➤ Expenses for December were \$25,367 under the budgeted amount. The major contributors to these savings were below budget spending in Administration (-\$56,439) and Buildings/Grounds (-\$14,965). This savings were somewhat offset by above budget spending in Programs (\$31,823), Fundraising (\$5,714) and Student Aid (\$8,500).

➤ The bottom line impact of the above is an operating deficit of \$284,562, which is \$6,688 under the budgeted amount of -\$291,250.

➤ Year to date income was \$127,729 over the budgeted amount. This overage was primarily due to above budget income in Programs (\$88,361), Facilities Use (\$2,852), Fundraising (\$65,057) and Directory (\$334,328). This was slightly offset by Membership (-\$197,539), Donations (-\$76,293) and Investment Income (-\$89,037).

➤ Year to date expenses were over budget by \$395,858. This overage was primarily due to Administration (\$101,751), Directory (\$116,300), Programs (\$46,362) and Fundraising (\$206,996). This overage was partially offset by savings in Buildings/Grounds (-\$73,251) and Student Aid & Capital Campaign (-\$2,300). The bottom line is a deficit of \$268,129 which is \$268,129 worse than the budgeted amount. With the inclusion of the Capital Campaign donation, the net surplus is \$1,776,134, which is \$1,776,134 above the budgeted amount. LCS continues to be financially sound.

It should be noted that Investment Income was actually \$13,408 for the month, which was \$10,108 above the budgeted amount. The loss reflects an exchange loss on the \$30,000 USD debt owed for the purchase of the South Campus (-\$129,577).

5. Executive Director's January, 2017 Board Report

Final

2016 Membership	Previous report	+/-
Regular 2203	2182	+21
Senior 106	92	+14
Student 0	0	+0
Life 14	14	+ 0
Honorary 1	1	+0
Monthly 420	402	+18
Total 2743	2691	+52

Donations – Annual giving - Carole.

Fund Development - 2nd International Mariachi event netted ~\$24,000 for LCS.

Community - English program with UdeG went well. Televisa interviewed Ben and Terry for a Mexico City newscast. CONALEP raised ~\$15,000 for student from the Mariachi show.

Campus - Working on a solution for the complications of filing the pool at South Campus.

Program – PEP 2.0 going well, two garden classes canceled due to poor enrollment; the other classes are or are almost full.

Other – Volunteer recognition is scheduled for Saturday, February 18 with more details to follow.

Some 2016 membership stats below.

	Members	Avg. Mo/yr Lakeside	Avg Age	Canada	Mexico	USA	Other
2743	Total	9.5	70.3	742	52	1553	396
				27%	2%	57%	14%
14	Life			2	1	11	0
420	Monthly			105	3	79	13
				25%	1%	19%	3%

106	Senior	10		35	0	68	1
				33%	0%	64%	1%
2203	Single	10.4		597	48	1395	103
				27%	2%	63%	5%
	Canada	8.6	71.3				
	Mexico	11.2	54				
	USA	10.4	70.4				
	Other	10.8	69.7				

114	27%	Monthly members return annually
220	52%	No data monthly member country
2	2%	No data senior member country
60	3%	No data single member country
283	10%	No data Country
381	14%	No data time lakeside
326	12%	No data DOB
25	1%	Don't want to share their age
9		2016 known members now deceased

## 6. Standing Committee Reports:

- Audit Committee: Matthew Butler, Chairperson reported.
  
- Campus Committee: Howard Feldstein, Chairperson. Campus Committee did not meet this month but the committee reviewed by email the proposed contract between LCS and LEAP and make recommendation to the Board.
  - The Campus Committee recommends the ratification of the Architectural Design Services Agreement between LCS and LEAP for the first phases of Schematic Design and Design Development for the remodeling and rebuilding of our campus and submitted the contract to the Board.

M/S/C Howard Feldstein/George Radford to approve the contract with LEAP with an initial payment of \$97,750.00MXN plus IVA at the inception of the contract and another \$97,750.00 plus IVA at the end of the Schematic Design phase of the contract. In addition the Board authorizes the expenditure of up to \$38,400 plus IVA for the Soil Mechanics phase and \$34,800 plus IVA for the Topographical phase of the project.

- Once the contract has been signed, the initial phase will begin and we , expect to have the Schematic Design completed by the end of February, in time to review these plans with our stakeholders and donors before the end of the high season.
  
- Community Committee: Barbara Hildt, Chairperson reported on the committee met on Jan. 11, 2017.
  - Terry Vidal updated the committee on the LS Mariachi Concerts; he showed us two new designs for the campus signage that will be in Spanish and English. Terry recruited Deirdre, Dee Dee and their spouses to spend 9-2 on Saturday Jan 13<sup>th</sup> being interviewed by students from U of Guadalajara Foreign Language Institute. This is a pilot project for possible future program for high school students and LCS. \*
  - Update from Dee Camhi, Chair of LCS Program Committee.
  - Roy Quiriconi, guest, offered to help design a survey of our members to study the renewal issue.
  - Barbara reported that she presented the Community Committee recommendation that LCS adopt “ Centro Comunitario” as a secondary name for LCS. Although most board members responded positively, it should brought up at the Board’s strategic planning retreat in March.
  
- Finance Committee: Michael Searles presented the prior year’s comparison reports.

- Program Committee: Dee Dee Camhi, Chairperson. The committee reported a continuing progress on the goal of creating vignettes that can be videotaped. We decided on four areas: time, space, communication, and family that we will focus on. Groups of 3 have volunteered to create create outlines and write scripts for vignettes for each of the four areas. At our next meeting, we will review our work. Roy Nolan has volunteered to work with us, and he will attend our meeting in March to continue the process.
- Fund Development Committee: George Radford. The Committee has not met formally for a couple of months individual members have been active on a number of fronts.

### ¡QUE GANGA!

The first four months (3 ½ actually) have been success. Thanks to the efforts of Geoffrey Kaye for the donation of rental accommodation, Terry Vidal in getting everything in place for opening and Lucy for keeping the lights on.

The Sales goal at the end of the year of \$100,000 pesos has been exceeded by 37%. Cost-of-sales were under forecast by \$31 thousand pesos.

In total the thrift store contributed over \$95,000 pesos in revenue to the LCS.

Lucy, the store manager, organized a thank you posada for all store volunteers at the end of the year. Ben White was present to personally thank everyone.

The year-end reconciliation of actual inventory to the computer (cash register) records indicated the dollar value of goods in the store well exceeded the computer records. While this is better than the opposite situation, results suggested a need to tighten the staff discipline of recording all donations processed for sale.

Sales and donations appear to be declining. We'll be asking the Communications Team to devise new methods to get the message out particularly to the Mexican community. ¡QUE GANGA! Has an aggressive forecast to meet in 2017.

In March after the end of the first 6 months of operation on Feb 28<sup>th</sup> a full assessment of ¡QUE GANGA! will be presented to the Board. As well as a review of the store as it exists new opportunities such as consignment sales and web based sales will be examined.

### **Additional Membership Categories**

Matthew Butler discussed a new membership category for called commercial to bring before the AGM for approval.

M/S/C George Radford/Matthew Butler to ask the AGM to approve a membership category "Business". Discussion. Board unanimously approved.

## **Annual Fund**

The FDC has been asked to review the 2016 Annual Campaign with a view to making adjustments to the 2017 version.

### 7. Ad-hoc Committee Reports:

- Nominating Committee, Matthew Butler. He updated the Board on the progress of the replacement of Board Members for 2017-2019

### 8. Old Business: None.

### 9. New Business:

- Annual General Meeting Agenda & Meeting Date: March 8, 2017. Ben White presented the Agenda for the meeting. M/S/C Barbara Hildt/Michael Searles
- Board Retreat & Strategic Planning Session has been confirmed for March 16th & 17th.
- La Floresta Towers and Urban Planning for Lakeside was discussed.
- Next board meeting date will be February 23, 2017 at 10:00 AM.

10. M/S/C Michael Searles/Cate Howell to adjourn the meeting. Board unanimously approved adjournment at 11:45 AM.

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Carole Wolff, Secretary

Date of Approval: February 23, 2017

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Ben White, President