

**LCS Board Meeting**  
**10:00 AM, Thursday, February 15, 2018**  
South Campus

**Members Present:**

President - Ben White (2<sup>nd</sup> term to 2018);  
Vice President - George Radford (1<sup>st</sup> term to 2019);  
Secretary - Carole Wolff (2<sup>nd</sup> term to 2018);  
Treasurer - Michael Searles (3<sup>rd</sup> term to 2019);

**Directors at Large:**

Director - Nick Hanson (1<sup>st</sup> term 2019);  
Director - Cate Howell (3<sup>rd</sup> term to 2018);  
Director - Janis Sirany (1<sup>st</sup> term to 2019);  
Director - Philip Rylett (replacing Barbara Hildt 1st term to 2019);

Executive Director - Terry Vidal.

**Members Absent:**

Director - Dee Dee Camhi (1<sup>st</sup> term to 2019);  
Director - Philip Newbold (replaced Butler 2nd term to 2018);  
Director - Roberto Serrano (1<sup>st</sup> term to 2019).

1. Call to order: President Ben White called the meeting to order at 10:05 AM. There was a determination of a Quorum with seven of eleven voting members (Cate Howell arrived at 11:00 AM making eight voting members).

2. Adoption of Agenda: M/S/C George Radford/Michael Searles to approve February 15, 2018 agenda. The Board unanimously approved.

3. Secretary's report:

- Approval of the Amended January 18, 2017 Minutes: M/S/C Carole Wolff/Michael Searles. The Board unanimously approved as amended.

4. Executive Committee: Ben White, Chairperson gave his report.

5. Treasurer's report: Michael Searles for January, 2017.

M/S/C Michael Searles/Nick Hanson to accept the January, 2018 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 January, 2018 Financial Statement.**

- > January income was \$129,713 under the budgeted amount. This shortage was primarily due to Investment Income (-\$137,556), Programs (-\$64,329), Membership (-\$23,029), Directory (-\$9,360) and Facilities Use (-\$409) which was partially offset by overages to Fundraising (\$88,740) and Donations (\$16,230).
- > Expenses for December were \$42,992 over the budgeted amount. The major contributors to these overages were Administration (\$77,437), Buildings/Grounds (\$8,235) and Fundraising (\$15,720), which was somewhat offset by below budget spending in Directory (-\$500), Programs (-\$49,400) and Student Aid & Capital Campaign (-8,500).
- > The bottom line impact of the above is a surplus of \$5,419, which is \$172,705 below the budgeted amount. LCS continues to be financially sound.

6. Executive Director’s February 2018 Board Report

Current Membership	Previous report	+/-	Feb. 2017	+/-
Regular 1925	1927	-2	1917	+8
Senior 290	285	+5	122	+168
Student 1	1	0	1	0
Life 13	13	0	14	-1
Honorary 1	1	0	1	0
Monthly 354	271	+83	346	+8
Total 2584	2498	+86	2401	+183 +7%

Donations – Annual fund Carole (see fund development).

Audit – Auditors did their last visit Feb. 6 - 9.

Fund Development - Directory collections of \$65K are still outstanding. Community – The ASA event this past weekend brought over 600 visitors to our campus. An Expat Info Fair sponsored by the US Consulate is scheduled for February 27. LCS responded to the legal suit brought against it by Have Hammers vs. School for the Deaf on time. LCS will have a booth at the 2018 Chili Cook-off.

Campus - Nick. Café bathroom is scheduled for work to be done as per the Café Corazon contract.

Program – PEP classes continue to struggle.

Finance – No report.

Other –

The volunteer appreciation event is scheduled March 17 and that Richard Warmoswski's celebration of life is scheduled for Saturday, February 24 at 11:00 a.m.

#### 7. Standing Committee Reports:

- Audit Committee: Philip Newbold, Chairperson reported updates.
- Campus Committee: Nick Hanson, Chairperson reported on the Committee's progress..
- Community Committee: Cate Howell, Chairperson gave her report for this month. A motion was made to take a motion the the AGM to reduce the student membership from 100 pesos to 50 pesos. M/S/C Cate Howell/George Radford, The Board unanimously approved.
- Finance Committee: Michael Searles, Chairperson: Reported on the Audit Report.
- Program Committee: Philip Rylett, Chairperson outlined the Goals of the committee and that the policies would be in place by September. The Strategic Goals were presented to the Board for approval. M/S/C Philip Rylett/Michael Searles. The Board unanimously approved.
- Fund Development Committee: George Radford, Chairperson.
  - Possible new committee member Eve Gelman but will not be available until May 2018. Eve is a definite Board candidate for 2019.
  - Raja Mukherjee who agreed to join the FDC in November returns from an extended vacation on Feb 27<sup>th</sup> .George would like to get him involved with the CRM system when he starts in March. Raja is a possible Board candidate for 2019.
  - Interviewed another candidate Lamar Krandall and he may have a role on a Planned Giving program.
  - Que Ganga 2018 January sales are soft. I will review sales improvement options actions with Terry.
  - Annual Giving Campaign reported the amount to date was 36, 154.65 pesos..
  - A successful 2018 Campaign. On the order of \$200,000 pesos raised. The target has been set higher for 2018 and additional action planned should allow LCS to reach that goal.
  - Membership Non Renewals Need to determine where we are with the automated process for membership renewal notifications. The recent release of a non-renewal survey suggest many actionable initiatives.
  - Amistad Canada still in the works.
  - Business Membership A draft proposal for specific membership classes has been drafted and will be circulated Wednesday

#### 7. Old Business: None.

8. New Business:

- Next board meeting date will be March 8, 2018 at 10:00 AM for any last minute items before AGM.

10. M/S/C Michael Searles/Cate Howell to adjourn the meeting. Board unanimously approved adjournment at 11:52 AM.

\_\_\_\_\_  
Carole Wolff, Secretary

Date of Approval: March 8, 2018

\_\_\_\_\_  
Ben White, President