

LCS Board Meeting
10:00 AM, Thursday, August 16, 2018
South Campus

Members Present:

President - Carole Wolff (1st term to 2020);
Vice President - Sandy Britton (1st term to 2019);
Director - Virginia Pelzl (1st term to 2020).
Secretary - George Radford (1st term to 2020);
Director - Janis Sirany (1st term to 2019);
Director - Philip Newbold (1st term to 2020);
Director - Elizabeth Ramirez (1st term to 2020);
Director - Howard Feldstein (1st term to 2019);

Members Absent:

Director - Azucena Bateman (1st term to 2020);
Director - Nick Hanson (1st term to 2019);
Treasurer - Tim Boardman (1st term to 2019);

Vacant positions

Director at large (2020);
Director at large (2020);

Also present:

Executive Director - Terry Vidal.

1. Call to order: President Carole Wolff called the meeting to order at 10:02 AM. There was a determination of a Quorum with eight of eleven voting members present.
2. Adoption of Agenda: M/S/C George Radford/Phil Newbold to approve the August 16th, 2018 agenda. The Board unanimously approved.
3. Secretary's report:

- The minutes of the AGM and April 5, 2018 Board meetings have been protocolized and are ready for pickup on August 16th.
- Approval of June 21, 2018 Minutes: M/S/C George Radford/Virginia Pelzi to approve the minutes of the June 21 2018 Board meeting. The Board unanimously approved.

5. Treasurer's report: Phil Newbold for Tim Boardman for August 2018.

Month Monthly results ahead of budget, all income lines above budget except for programs & donations. Expenses also would have been below budget except that a directory commission payment was made in July. Year to date [YTD] LCS overall is tracking close to budget with shortfalls in programs & donations being offset by savings in administration and delayed spending in student aid.

M/S/C George Radford/Howard Feldstein to accept the August, 2018 Board Report, Balance Sheet and other financial reports. Discussion. The Board unanimously approved. A public report is available in the LCS office.

6. Executive Director's August 2018 Board Report

Current Membership	Previous report	+/-	August 2017	+/-
Regular	1941	+4	1639	+302
Senior	273	-5	222	+51
Student	1	0	1	0
Business	2	+1	0	+2
Life	13	0	14	-1
Honorary	1	0	1	0
Monthly	45	+2	56	-11
Total	2276	+2	1933	+343

Membership is up by 17% from this time last year.

Donations – Still no news on the probate.

Fund Development - Directory sales going 33% complete. Annual fund planning well underway. Amistad Application should be sent next week. The U.S. consulate grant application will be sent by this Friday. Music fest brought in ~\$67k. Terry is working with Ajijic to assist with *fiestas patrias* again this year, scheduled for September 7. A holiday bash turkey dinner is being planned for December 7.

Community – Environmental education summit is still being developed. BBC project occurred. American Legion representative will be on grounds weekly to assist with veterans issues, hoping the Canadian legion will join as well. The LCS will be sponsors of first international Jazz festival in Ajijic scheduled for October. Magazine plans are still being developed, target date moved to Jan 1, 2019. ASA will be doing Saturday Art in the LCS gardens this fall, moving their Sunday Plaza show to LCS.

Campus - Still no news from Molinari. Enquiries are being done on a weekly basis. The ITESO architecture department is interested in the idea of a student contest for façade design.

Program – Initial discussions with stakeholders in our languages programs have occurred, discussing PPP vs. TBL teaching models.

7. Standing Committee Reports:

- Audit Committee: Philip Newbold, Chairperson

Since there are very few specific audit related activities, the team has focused on a variety of finance, database and workflow related activities.

Preliminary steps have been taken with the Executive Director to commence a LCS workflow analysis, documentation and redesign effort. At this point, the documentation gathering and analysis efforts are just starting. The primary focus of the initial work will be on anything the touches the member that can directly impact member and/or potential member satisfaction.

On the strictly audit related side, the Audit Committee will continue to actively pursue receiving the Management Letter from Grant Thornton. The lack of the letter is not adversely impacting LCS operations but could be an important document during fundraising.

Board Motion to Remove Azucena Bateman from the Board of LCS. Azucena has indicated her work responsibilities preclude attendance at Board meetings.

M/S/C Phil Newbold/Sandy Britton to recommend the removal of Azucena Bateman from the Lake Chapala Board of Directors effective August 31, 2018. Discussion. The Board unanimously approved.

- Campus Committee: Howard Feldstein reporting for Nick Hanson, Chairperson
 - Revised renderings of the external elevations which were due last week were not delivered by LEAP. Howard is following up.
 - Terry is having the students at the architectural school work on similar elevation plans that would not be an issue for LEAP.

- Community Committee: Sandy Britton, Chairperson

The Community Committee spent this month working on the concept of an LCS magazine with her report. The purpose of the magazine is to support LCS mission of improving quality of life Lakeside in the following ways.

Sandy requested a motion to approve the feasibility of the project.

M/S/C Sandy Britton/Virginia Pelzi. The Community Committee moves that the LCS Board approve the feasibility of the project to produce a pilot issue of an LCS-branded magazine, as described above, and if successful, continue with this as an ongoing LCS initiative. Discussion. The Board unanimously approved.

- Finance Committee: Tim Boardman

Items were covered in the Treasurer's report above.

- Program Committee: Virginia Pelzi, Chairperson

Virginia reported on the progress of the Program Committee and its new developments and will present her progress at the next Board Meeting.

- Fund Development Committee George Radford, Chairperson.

Que Ganga

2018 year-to-date net revenue is 22,729 pesos less than budgeted or approximately 25% under budget. July was a good month with sales exceeding forecast.

Annual Giving Campaign

Eve Gelman has laid out an aggressive plan for this year's campaign which begins in September.

Final work on web pages, social media and collateral are being finalized.

Members Data Base (CRM)

Raja Mukherjee has led the work to specify the data attributes that will be required to support donor stewardship going forward.

A major accomplishment has been achieved – the computerized issuance of birthday greetings and renewal reminders to our membership.

Amistad Canada

A draft, two page “expression of interest” has been completed. Bill Dingwall, an AMISTAD Board member, has reviewed the document and suggested attaching the proscribed AMISTAD application form. Terry is looking into being able to complete the form in advance of Tim’s return to Lakeside.

Capital Campaign Planning

Awaiting a meeting with the two key players – Ben and Michael to settle on the need for a consultant and agreement on the major steps ahead.

American Consulate Grant

George is assisting Terry in the preparation of a response to an RFP from the American Consulate. The LCS is seeking \$20,000 USD to fund enhancements to the current ESL program. Deadline for responses is Friday the 17th of August.

8. New Business:

M/S/C Howard Feldstein/Virginia Pelzi to approve awarding Hebina Hood a Lifetime membership in the LCS in recognition of her significant support of the organization. Discussion. The Board unanimously approved.

- Next board meeting date will be September 20th, 2018 at 10:00 AM.

10. M/S/C Howard Feldstein/Virginia Pelzi to adjourn the meeting. The Board unanimously approved adjournment at 11:30 AM.

George Radford, Secretary

Date of Approval: September 20, 2018

Carole Wolff, President