

# LCS Board Meeting Minutes

10:00 AM, Tuesday, September 11th, 2023



## Members Present:

President - Stephen Irvin Balfour (2nd term to 2024);  
Vice President - Yolanda Martínez Llamas (1st term to 2025)  
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);  
Past President - Carole Jeanne Wolff.

## Members absent:

Director - Leigh Ann Manheim (1st term to 2024)  
Director - Leon Felipe Muñoz (1st term to 2025)  
Treasurer - Andrew Timothy Boardman (2nd term to 2023);

## Vacant positions:

Director - (2nd term to 2023);  
Director - (1st term till 2024)  
Director - 2nd term to 2024

## Also Present

Luis Francisco Pacheco Camara, Executive Director

### 1. Call to Order: Steve Balfour, President, at 10:06 AM.

### 2. Determination of a Quorum:

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

### 3. Adoption of Agenda:

Motion:. M/S/C Steve Balfour/Christy Caldwell to approve the September 11, 2023 agenda. The Board unanimously approved. Motion carried.

### 4. President's Report: Steve Balfour progress and initiatives.

a. Cafe Update

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- i. Grand Opening Monday October 23rd 4 to 6 PM. Construction is on schedule despite additional work required for sidewalk extension, additional wiring and sewer upgrades.
- b. Restrooms Update
  - i. 3 sets of 4 restrooms are planned
  - ii. All will be wheelchair accessible.
  - iii. At least one of the modules will be open by January 2024
- c. Concerts and Events upcoming - Mark your calendars
  - i. Sunday Concert - Sept 17 Diana Villamonteone
  - ii. Concert - Oct 10 Jersey Boys
  - iii. LCS Art Show Oct 13-14
  - iv. Tentative concert - Oct 15
  - v. Wine tasting - Oct 20
  - vi. Cafe Opening - Oct 23
- d. Wilkes
  - i. Volunteers spent a day cleaning the Wilkes building and grounds
  - ii. A proposal to immediately begin a study to rejuvenate the Wilkes center was deferred to next year.

## 5. Secretary's Report: George Radford, Secretary

- **Motion:** M/S/C George Radford/Yoly Martinez to approve the minutes of the August 22nd, 2023 Board Meeting. The Board unanimously approved. **Motion Carried.**

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

- A was not available due to the absence of the Treasurer.

## 7. Fund Advancement Committee: Greg DiStefano, Chairperson

- No report.

## 9. Board Development Committee: Hunter Johnson, Chairperson - absent

- The Nominating Committee will report its recommendations at the October Board meeting.

## 10. Mexican Advisory Council: Yoly Martinez, Chairperson

- No report.

## 12. Executive Director's Report - Luis Francisco Pacheco

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The LCS is applying for trademarks to protect the LCS name and Brand.

- **Information Systems**

- The new LCS Reservation System was implemented successfully in August. Purchases of membership, classes and events are noticeably shifting from the LCS office to online.
- The replacement of LuraryVision, a more functional mass emailing system and redevelopment of the LCS webpage are the next projects for the IT team of staff and volunteers.

- **Human Resources**

- Claudina Gonzalez Duran Jimenez began work as the new LCS Development Director in mid-August.

- **Restorations and Maintenance**

- Urgent maintenance on the trees on Campus was completed
- Damaged ceiling beams in the Administrative Office and front Office were completed..

**13. Old Business: None**

**14. New Business: None**

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

**The next board meeting date will be Tuesday October 10th, 2023 at 10:00 A.M..**

\_\_\_\_\_ Date of Approval: October 10th, 2023  
**George William Radford, Secretary**

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**Stephen Irvin Balfour, President**