

LCS Board Meeting Minutes

10:00 AM, Tuesday, March 12th, 2024



Members Present:

President - Stephen Irvin Balfour (2nd term to 2024);
Treasurer - Andrew Timothy Boardman (2nd term to 2023);
Secretary - George William Radford (3rd term to 2024);
Director - Gregory Kyle Custer (2nd term to 2025).
Director- Michael Abe Platt (1st term to 2024)
Director - Hunter Lee Johnson III (2nd term to 2025);
Director - Leigh Ann Manheim (1st term to 2024) by Zoom

Members absent:

Vice President - Yolanda Martínez Llamas (1st term to 2025)
Director - Gregory DiStefano (2nd term to 2025);
Director - Christy Carter Caldwell (3rd term to 2025)
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

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

2. Determination of a Quorum:

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

3. Adoption of Agenda:

Steve Balfour indicated an abbreviated agenda was set for this meeting to allow full attention to preparations for the upcoming General Assembly on March 19th, 2024.

Motion: M/S/C Steve Balfour/George Radford to approve the March 12th, 2024 Board Meeting agenda. The Board unanimously approved. **Motion carried.**

4. President's Report: Steve Balfour

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- a. 2024 AGM Preparations
 - i. Steve Balfour reviewed the AGM agenda to ensure all agenda items were addressed in advance
 1. Motions and Membership voting items
 2. Pre meeting videos
 3. Voting procedures
 4. Issues raised in Guadalajara Reporter letter to the editor.
 - b. AGM Issues
 - i. Through conversations, a Guadalajara Reporter letter and social media posting it is evident membership is concerned about;
 1. 2023 External Audit of the LCS financial results
 2. Absence of a standing Audit Committee
 3. The new temporary volunteer position of “General Manager or CEO”
 4. The term of the current President
 - ii. The Board’s position on each of these issues was reviewed by Board members.

5. Secretary’s Report: George Radford, Secretary

- **Motion:** M/S/C George Radford/Tim Boardman to approve the minutes of the February 12th, 2024 Board Meeting. The Board unanimously approved. **Motion Carried.**

6. Treasurer’s report: Tim Boardman, Treasurer

- Tim Boardman indicated the search for an external auditor to complete the 2023 and 2024 audit was still underway. A couple of proposals have just recently been received and are being reviewed by the Finance Committee.
- **LCS 2023 Financial Statements**
 - The 2023 LCS unaudited year-end financial statements have been reviewed and approved by the Finance committee.
 - The 2023 LCS unaudited year-end financial statements will be posted on the website and made available at the AGM.
- **LCS 2024 Budget**
 - The Board recognized the revenue forecast was “ambitious” for 2024.
 - **Motion:** M/S/C Hunter Johnson/George Radford to approve the 2024 budget for the LCS with the provision the budget will be reviewed in detail mid year and a re-forecast and adjustments made and approved by the

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Board as required. Discussion. The Board unanimously approved. **Motion Carried.**

7. Board Development Committee: Hunter Johnson, Chairperson

- Michel Platt has graciously agreed to stand for Secretary replacing George Radford who's 3rd two year term ends in March, 2024.
- Three new volunteers have been identified in the past two weeks to stand for office as Directors-at-Large.
 - They are;
 - Madera Glenn (1st term to 2026);
 - Linda Goman (1st term to 2026);
 - Stephen Graham (1st term to 2026);
 - The candidates C.V.s were reviewed and their qualifications and interests explored.
 - To-date no other candidates have been presented
 - **Motion:** M/S/C Hunter Johnson/ Michel Platt to approve the slate of candidates recommended by the Board Nomination Committee.
Discussion. The Board unanimously approved. **Motion Carried.**

9. Executive Director's Report - Luis Francisco Pacheco

- **Campus Redevelopment**
 - The frequency of Campus changes has become so large that the Board appointed Michael Platt to provide Luis oversight and assistance on facility maintenance plans.
 -
- **Bathrooms**
 - Bathroom construction is underway on schedule and is expected to be complete in April.
- **Neill James Memorial**
 - Neill James's ashes have been interred adjacent to her patio.
 - A reinstallation event is planned for the AGM.
- **Non Profit Fundraising Conference**
 - Luis has obtained free admission for the Development Director to attend an international fundraising conference in April. He sought Board member contributions to offset her travel costs. One member agreed to donate.

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13. Old Business: None

14. New Business: None

15. Adjournment: M/S/C Tim Boardman/Lee Mainheim to adjourn the meeting. The Board unanimously approved adjournment at 12:32 P.M..

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

Michael Abe Platt, Secretary

Date of Approval: April 9th, 2024

Stephen Irvin Balfour, President

Tuesday March 12, 2024

10:00 AM

This Will Be an IN-PERSON Meeting at LCS West Campus

[Zoom Option for those who can not attend in person](#)

President - Stephen Irvin Balfour (2nd term to August 2024);

Vice President - Yolanda Martínez Llamas (1st term to 2025)

Treasurer - Andrew Timothy Boardman (3rd term to 2025);

Secretary - George William Radford (3rd term to 2024);

Director - Leigh Ann Manheim (1st 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);

Director - Leon Felipe Muñoz (1st term to 2025)

Director- Michael Platt (Up for election 2024)

Open Positions:

Director- Up for election 2024

Director - Up for election 2024;

Past President - Carole Jeanne Wolff

Also invited - Luis Francisco Pacheco Camara, Executive Director

1. Call to Order: Steve Balfour, President, at 10:00 AM
2. Determination of quorum.
3. Adoption of Agenda.
4. Secretary's Report: George Radford, Secretary - 5 minutes
 - a. Approval of the Minutes of the February 12th, 2024 Board Meeting.
5. Treasurer's Report: Tim Boardman, Treasurer
 - a. February 2024 Financials
6. President's Report - Steve Balfour, President
 - a. 2024 AGM Planning
 - b. 2024 Budget
7. Adjournment