

**Oaxaca Lending Library
Board of Directors Meeting
September 13, 2018**

The meeting began at 10:30

Roll Call:

Board Members: John Dumser, Ralph Gault, Jacki Gordon, Tom Lockwood, Siobhan Murphy Grogan, Bill Pumphrey, Marcia Reddy

Staff: Adriana Pérez Maldonado

Absent: Faye Henderson Diaz, Del Highfield, Oreen Scott, Sally Sell

Approval of Agenda

MOTION: Tom Lockwood made the motion and Bill Pumphrey seconded that the agenda be accepted as presented (5 in favor, 0 opposed, 0 abstention)

Announcements

- John Dumser will be away from September 21 through the end of October. Ralph Gault away September 26 – October 16. Tom Lockwood away beginning September 23.
- Given the number of Board members away from Oaxaca in October, the October Board meeting is cancelled. The next OLL Board meeting will be November 8.
- Cathy Peckel has assumed the Volunteer Scheduler role. Welcome back!
- It has come to the Board's attention that there are people interested in attending Board meetings and/or joining the Board for whom the stairs to the upper level present a barrier. The Board can accommodate everyone by relocating the meetings upon request.

Acceptance of Board Minutes of August 9, 2018

MOTION: Marcia Reddy moved and Tom Lockwood seconded that the minutes from the August 9, 2018 Board Meeting be accepted as presented. (4 in favor, 1 abstention)

President's Report - John Dumser

- Carl Owens has stepped down from his volunteer activities in the café, including story telling. He is taking on managing the December 16 Bazaar. The Board via John Dumser expressed profound thanks to Carl.
- John sent a note on behalf of the Board to Michelle Verduzco thanking her for her years of service to the library.
- The Nominating Committee now has 3 members: Joann Wexler (chair), Karen Wuebbens, and John Burch. The committee will be looking for candidates for the positions of Vice President (VP) and for 2 open Director-at-Large spots.
 - Ralph Gault intends to run for a second term as Treasurer. He will be put on the slate of candidates
 - All candidates for Board positions will be asked to give a brief (2-minute maximum) statement of qualifications and reasons for wanting to be on the Board at the Annual General Assembly Meeting (AGAM). Those with a nomination from the floor must give a statement of bio, qualifications, and reasons for wanting to be on the Board as their information will not have been circulated in advance of the AGAM. AGAM attendees will be able to ask questions of the candidates.
 - Tom Lockwood will review the By-law related to President succession (Article IV Section 1).
 - Determining the quorum for the AGAM meeting. Ralph Gault will discuss with David Myler and review the By-Laws and clarify. This is to proceed correctly for the next AGAM in 2019.
- Events Committee
 - Structure – Ralph Gault is now the Board representative on the 3 Events committees.
 - The Board is not sponsoring a Thanksgiving event (US or CAN) this year, but will publicize and support any event the membership might wish to organize.
 - MOTION: Tom Lockwood moved and Marcia Reddy seconded that we not have a Special Events committee. Future special events may

be sponsored by the Board or the membership. (5 in favor, 1 abstention)

- There will be a free textile event December 9 organized by Linda Hanna. The venue is in San Bartolo Coyotepec. The OLL will list it on the Online store in order to manage the inventory for the free shuttles that will be made available and depart from the OLL. The library will be promoted on the advertising for this event.

Treasurer's Report – Ralph Gault

- Jacki Gordon will contact Doug Harmon to discuss the possibility of making the OLL Foundation a recipient of funds for people who smile.amazon.com
- The Treasurer report was presented and there were no questions.
 - August ended with a Net Ordinary Income of \$117,454 MXN against a budgeted loss of (\$22,961 MXN). We remain on track to have a positive cash balance at year's end.
 - Total income was above budget due mainly to the pre-sales for Day of the Dead and Hoofing it in Oaxaca trips. In addition, memberships, donations, and library services and sales had favorable contributions.
 - Average monthly operating costs are \$51,000 MXN.

Old Business

- Volunteer Committee – there is still no chair
- The August Bazaar brought in \$31,800 MXN. For future bazaars we will need people to do lifting of items during setup.
- Accounting system to replace Quickbooks – still in process.
- Stitch 'n Bitch brochure in Spanish – still in process.
- Mid-year review of actuals to budget – 14% events refunds need to be considered in cash flow. Potential refunds will need to be considered when budgets are constructed in the future.
- Committee to Board Communication – each committee needs to report to the Board Secretary at the 1st of the month. This can be simplified to 3 bullet points on 1) budget/actual to date, 2) any issues that may impact the library staff, 3) any issues that may impact library membership perceptions. More points can be included if relevant. The Board member on each committee can

facilitate this. The Board accepted this recommendation of the Communication Committee.

- Nominating Committee – per the President’s Report there are now 3 members.

New business – there was no new business

Committee Reports

- Book Committee – expects to spend their total budget. A new book drop will come from the “furnishings” part of the budget.
- Communications Committee – Bill Pumphrey moved and Marcia Reddy seconded that the Board authorize renovation of the outside bulletin board not to exceed \$3000 MXN without additional Board approval. (5 in favor, 1 abstention)
- Volunteer Committee – needs help with the Volunteer Appreciation Event at Convivio.
- Outreach Committee – the library will share some events with Convivio to enable having events after OLL hours and to appeal to a broader Oaxacan community. There will be a program in Spanish sponsored by La Salle University on November 21 and will be a cooking demonstration with La Frida from Ocotlan market. Beginning in February there will be a series developed by LaSalle University, with the library acting as an in-centro satellite of La Salle. OLL members will be offered a discount for the series; OLL staff, a scholarship.
- Technology Committee – the update and security project is complete. Library functions are now on a separate system than the public and wifi systems. The Board offered a big thank you to the committee for all of its work to complete everything in a timely and cost-efficient manner.

Adjournment

MOTION: Tom Lockwood motioned and Bill Pumphrey seconded that the meeting be adjourned at 12:30. (5 in favor)

Next Meeting Thursday, November 8 at 10:30am at the OLL on the upper level.