



Oaxaca Lending Library

Board of Directors Meeting – December 11, 2019

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Roll Call

In attendance:

- **Board Members:** Jacki Gordon, Dottie Bellinger, Tanya Lapierre, Marcia Reddy, Ralph Gault, Suzanne Grant, Ron Grant, Fay Henderson de Díaz, John Dumser (JD), John Harvey Williams (JHW)
- **Staff:** Adriana Pérez Maldonado
- **Guests:** -

Quorum: Yes

Start Time: 10:30

Agenda

Motion to approve the agenda was made by JD, seconded by Marcia.

All in favor 6, 2 abstained

Minutes

- Dottie moved to approve, Suzanne seconded
- All in favor 5, 3 abstained

Announcements

1. John Dumser has advised that the Nominations Committee has done their job, has the slate of nominees to be presented. Secretary, VP and 5 Directors at Large. Discussion related to clarification of process. Slate is to be posted on January 8th.
2. Dottie advised that the volunteer membership form is being revised and there is a volunteer meeting on December 18th, lead by Cathy Pikel.

President's Report

Pop-Up Bazaar

- \$8900 pesos was raised in the hour that it was open. Confirmed that the income would be added to the Bazar general category.
- Confirmed that there are only a few items left, more than 2/3 were sold.

Thanksgiving

- In general the Thanksgiving event was very well received.
- Question re: thanking the organizers? Jacki advised that she had sent a personal note thanking them.

Statement of Civility/Joel

- Joel advised that he will be picketing until the Board apologizes for infringing on his freedom of speech.



- Consular agent was advised of the issue due to potential threat/implicit language expressed to other library patrons.

In general, in the event a patron is being disruptive to the OLL's business, the Consular agent advised that the US consulate has no jurisdiction and everything is done through Mexico City, however:

- o Option A: She advised that there is a Mexican authority who can be informed and asked to have a discussion with the person causing the issue:

Jorge Ortiz Mellado
Title - Jefe del Centro de Protección al Turista
telefono - 951 502 1200 extension 1+1595

- o Option B: any protesting is illegal if a permit is not obtained. We could report this to the police at the following address. See the Library Manager for a letter explaining the issue.

(ADDRESS)

- o Third option is the Instituto Nacional de Migración (INM) could be advised (that a tourist is creating a public disturbance) and he would be deported.

Av. Independencia 709, Col. Centro Palacio Federal, Oaxaca
951 502 0004

With regards to the current issue:

- Question: What are we doing to communicate to the patrons of the OLL?
 - o Jacki advised that there is a drafted communication – suggestion is to send to Noticias as a response to their article, and also laminate and post it at the OLL. Suggested we do that both in English and Spanish. Letter has also been laminated and with Oscar.
- **Action being taken is that Dottie is having the article and the response translated, printed available at the Circulation Desk .**
- Recommendation made that we have an “official” record of complaints/incident reports kept at the desk.
- Comment made that it is important for the Library to make this a welcoming place for everyone.

Wiring for WIFI

- Jacki reminded us all to take into consideration the potential building going in when we are doing anything at the OLL.



Construction Update

- Evidently the work will not start before the last day of December

Staffing

- A reminder for the Staff to speak up if there are issues with the workplace

Meet-Ups

- Jacki was approached to have meetings at the OLL
- Jacki provided the Use of Space Policy along with the guidelines to the requester

Treasurer's Report

- Net income compared to budget, Treasurer was surprised that we were \$18,000 pesos below budget.
- Although all the income categories were below budget, income for the month was generated primarily by the Bazar and the weekend trips.
- In anticipation of the lower income and higher expenses next year, Treasurer is working to ensure some expenses anticipated next year are moved to this year. Examples are the lighting in the entryway, computers for the Circulation Desk and the Book Processing Room.
- Anticipated positive income at the end of the year.

Outstanding Business

A. Film Night

- SEGOB confirmed that they are not the agency to give us permission, and we must go to each individual production house to seek permission (Disney, Paramount, etc.)
- Tanya contacted Disney in Mexico City and they advised that Cynthia Nadal looks after granting permissions.
- Disney was contacted first assuming they would be the most burdensome process.
- Tanya left her a message
- Question re: where would the film be shown? On the screen, as they were before, the events were very popular.

B. Intro to Oaxaca

- Met with the Intro to Oaxaca team to review their materials
- Bill asked if we could put some of the information on the Website, under an "Intro to Oaxaca" page, Tanya took this action
- In general, although each individual has their own way to present materials, they have a general guideline they follow and each session is influenced by the group who attends and their questions
- We had one longer discussion about maps (availability, where to get them, if folks have them, etc.). Tanya had suggested that we develop our own map and that did not seem to be well received.
- Tanya shared that Aome was developing a bus schedule that would be for sale by her, more to follow on this.
- Faye has question: Should they be a committee? Dottie's understanding is that this group has functioned on their own and are long-term volunteers. It was felt that "making them a committee" would not be well received at this time.



- Participation metrics will be request by the team. There is a Sign up sheet is only for being put on the eblast mailing list. **Tanya will ask Bill** for if he keeps a note re: count. Tanya pushed back on metric/tracking and its use. The Board felt that Welcome to Oaxaca provides a service to the community and in general we should know how many people this service supports.

C. Selling Items

- We can sell things at the OLL if all the profits come back to the OLL
- Question/issue brought forward from the Educational Events Committee. There have been a few examples with our NGO partners, Can we share the revenue from an event?
- Adriana confirmed that yes, it was possible as long as the organization has a charitable organization status, and requested that the process be clear
- Question: Is the Board OK with the sharing the revenues? Sense of the Board was that it was OK.
- **Tanya recommend we document the process for the shared revenue events (Adriana and Treasurer)**

D. Raising Issues with the Board

- Jacki and Dottie will draft process communication to ask for issues to be brought to the agenda and restate when the Board meets, in general second Thursday.
- Tanya to put at the top of all the minutes

E. MAPFRE

- JHW investigated. Adriana put him in contact with the agent and they met and looked at the complete conditions of the policy.
- JHW asked re: pre-existing conditions – the policy clearly excludes any expense dealing with any pre-existing conditions. The definition was any medical condition for which you have received treatment for or could have been aware of.
- **Group Policy**, provides not real “group” benefits, looks like a personal plan with usual exclusions and underwriting. Because it is being sold under the OLL, in theory we are endorsing this insurance.
- Only 12 or 14 people are under the plan.
- **Move to January Agenda**

New Business

A. Budget

- Treasurer spoke on behalf of the Finance Committee presenting the current budget, and had prepared the YTD budget against the last 4 years
- Expenses and Income in general are coming flat, as is the goal operating as not-for-profit
- Staff salary increases were discussed, and intent reiterated that our intent and practice is to pay our staff fairly
- Question related to inflation rate.
- Taking into consideration commitment of 100 top businesses committing to ensuring that employees are earning at least \$6500 pesos per month and we wanted the OLL to fall within a top employer category, and also solicited feedback from accountant.
- Faye mentioned that most of the Outreach members “self-funded” the committee’s activities, but do not wish to continue to do so if possible



- Treasurer would like to make up the small deficit in the 2020 budget through fundraising events to end up with a neutral budget
- **Treasurer will bring forward recommendation in January.**
- Question: How does the budget get presented to the Board and approved? Treasurer confirmed the Board approves in theory and it is subsequently presented at the AGAM for final approval.
- Dottie complimented Ralph on the work done in preparation of the budget

B. US Consulate

- The Consular Agent asked if the OLL would consider establishing a fund for support for emergencies that arise for US citizens in trouble (accommodation, food, etc.)
- Treasurer spoke based on past experience, there have been issues with that type of activity. As a private library, the OLL can donate money to other organizations but in the past we have steered away from this as various individuals have asked for a variety of things. However, as private individuals we can absolutely help members of the community.
- JHW suggested the consular agent approach the State Department.
- Consulate needs to make their own approach to Outreach, if that is what she wants to do.
- Dottie suggested that we could provide support without being directly involved.
- **JHW offered to look into different existing Organizations that would provide support**
- General feeling from the Board was that no, not something to be undertaken directly by the OLL.

C. Committee Reports:

- Cree y Comparte is bringing more than 100 sets hand-made of hats and scarves to two schools in the community El Punto
- A meeting with the UABJO state university took place and will be signing a Convivio with them

D. Membership Categories

- Tanya asked whether the new membership categories have been rolled out prior to any communication.
- The Task Force advised that yes, it had been rolled out and no communication, training, or notice to the patrons had taken place.

E. AGAM

- Set for February 8th
- Adriana confirmed that the meeting is called at 13:00 and usually starts at 14:00 because we do not have a quorum. If we have a list of the people that arrive at 13:00 and they were on the list/at the meeting the prior year, and if we have the correct %, then we can start at 13:00.

Adjournment

- JHW made the motion to adjourn, Ralph seconded. All approved. Meeting ended at 12:44