

OAXACA LENDING LIBRARY  
Board of Directors Meeting Minutes  
November 9, 2017

<b>Agenda Item</b>	<b>Action Needed/Person</b>
<p>ROLL CALL:</p> <p>Present: Siobhan Grogan, President; John Dumser Miranda, Vice President; John Burch, Secretary; Ralph Gault, Treasurer Marcia Reddy, Director; Michelle Verduzco, Director, Judy Burrell, Director, Sally Sell, Director, Fay Henderson de Diaz, Director</p> <p>Absent: Adriana Perez Maldonado, Library Manager</p> <p>Guests: Linda Mazzei, Braden Dilger</p> <p>There being a quorum, the meeting was called to order at 10:35.am. John Dumser Miranda moved that the minutes of the October 12, 2017, meeting be accepted. Fay seconded the motion. Approval was unanimous.</p> <p><b>Announcements</b> Siobhan introduced Linda Mazzei, who has agreed to be the new Volunteer Coordinator. Linda spoke briefly of her own background in volunteer activity and management. The members expressed appreciation for her assumption of this important role.</p> <ol style="list-style-type: none"> <li><b>1. President's Report</b> Siobhan announced that the OLL now has a debit card, which will enable us to keep a more secure paper trail of expenditures. The Annual General Meeting has been fixed for February 10, 2018 at 1:00pm, if there is a quorum, and kif nlt at 2:00pm. She added that the site <a href="http://www.oaxacaevents.com">www.oaxacaevents.com</a> will soon have a banner on the right side of the screen which describes OLL events and allows people to sign up. John Dumser Miranda mentioned that the check signature authority has been formalized to include himself, David Myler, and Ralph Gault. Two of three signatures are required for each check.</li> <li><b>2. Treasurer's Report</b> Ralph reported that a brief cash shortfall had occurred. It was discovered when he tried to transfer \$72000.00 pesos from the Paypal account to the bank account that only \$5000.00 pesos could be transferred per month. The response to this has been to tie the Paypal account to a credit card account. If at any time refunds should be sought for which there was inadequate cash in the Paypal account, then the credit card could be used to draw upon to satisfy the refund demand. This administrative change will take place in three</li> </ol>	



theaters do not resell seats, so purchasers of OLL event admissions can still find their seats should they arrive late. Some discussion ensued questioning the decision but the consensus was to support the Committee decision. Book Talk events will be on the calendar but not part of the Events Committee's purview. He said that Adriana would publish copies of the main calendar, one being posted at the Circulation Desk and the other at the board outside the main entrance.

Michelle reported for **Out and About** that the Day of the Dead tours had been very successful, and referred members to Larry Ginzkey's detailed summary. She also requested money to buy another wireless mike for O and A to use upstairs. Ralph referred her to the Tech Committee as it assembles its budget. Anticipating a more immediate need, however, Siobhan suggested that the money could be found by December.

Siobhan said that the **Nominating Committee** members would be discussing with Board members their interest in continuing to volunteer on the Board. This will be soon since the 2018 slate of nominations has to be posted no later than January 10, 2018, a month in advance of the AGM.

Ralph announced that he was now the chair of the **Technology Committee**.

Marcia announced for the **Volunteer Committee** that Linda Maddei was the new Volunteer Coordinator. John Dumser Miranda praised her proactiveness in securing new volunteers. Marcia also said that the last meeting minutes reflected a misunderstanding which has since been corrected and the next meeting minutes would reflect the adjustment.

4. **Old Business** Siobhan circulated a copy of a "hold harmless" agreement she had developed, intended to be the contract between the OLL and artists in art exhibitions at the Library. The discussion which followed reprised earlier security and area use concerns. The proposed exhibit space is that outside the Libros Para Pueblos offices and could interfere with their activities. The issue of fees then arose. At first, it was suggested that a commission of 10% of sales or \$500.00 pesos be charged to exhibitors. Some suggested both. John Dumser Miranda made a motion: To have art exhibits at the Oaxaca Lending Library. Marcia seconded the motion. Ralph Gault moved to resolve the commission issue by adding the words "a commission will be charged." Thus, the motion was: To have art shows at the Oaxaca Lending Library for which a commission will be charged. Marcia again seconded the

motion. It was passed with one abstention. Michelle moved to accept the release Siobhan had developed, and Fay seconded the motion. Acceptance was unanimous.

Michelle then discussed the formation of an ad hoc committee to plan special events. As examples she mentioned Thanksgiving, Fourth of July events. Whether they are intended to raise money or not, the emphasis would be on providing more programs for year-round residents. Siobhan expressed the Board's gratitude to Michelle.

Prior to the meeting Tanya Lapierre had circulated to the Board a detailed critique of the pilot on-line store project and requested the Board formally to indicate its intent to fully adopt, or otherwise, the store now that the pilot is successfully concluded. Sally so moved and John Dumser Miranda seconded it. Acceptance was unanimous. Several Board members expressed their gratitude to Ralph, Tanya and John Dumser and the Secretary agreed to send each a thank-you note.

Sally Sell then asked for clarification on the Hoofing It In Oaxaca sign-up procedure. Michelle explained to the group the logistics of the program—vans of up to 20 passengers can be engaged, but if there are 21 or more participants, then another, smaller van has to be engaged. Thus, even with walk-in's who prefer to pay at the Circulation Desk, all registrations go through the on-line store, an accurate census can be maintained at all times.

Siobhan then undertook an item-by-item of the 2017 Action Plan. The Board, with two exceptions, is on target with the Plan's projects. There was agreement that work on strengthening both internal and external communications should be continued for 2018's Plan when it's developed.

**New Business** Michelle then moved that the Board accept the "hold harmless" agreement Siobhan had drafted to protect the OLL during art exhibits. Fay seconded the motion. Approval was unanimous.

5. **Adjournment** The next meeting was fixed for December 14, 2017, at 10:30am, at the Library. There being no further discussion, Ralph moved that the meeting be adjourned; John Dumser Miranda seconded the motion. By acclamation, the meeting was adjourned at 12:50pm.

Respectfully submitted,  
John M. Burch, Secretary

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