

OAXACA LENDING LIBRARY

Board of Directors Meeting Minutes

September 14, 2017

Agenda Item	Action Needed/Person
<p>ROLL CALL: Present: Siobhan Grogan, President; John Dumser Miranda, Vice President; John Burch, Secretary; Marcia Reddy, Director; Adriana Perez Maldonado, Library Manager. Via Skype: Michelle Verduzco, Director; Judy Burrell, Director. Absent: Ralph Gault, Treasurer; Fay Henderson de Diaz, Director; Sally Sell, Director</p> <p>Guest: Larry Ginzkey</p> <p>There being a quorum, the meeting was called to order at 10:30.am. John Dumser Miranda moved that the minutes of the August 10, 2017, meeting be accepted. Marcia seconded the motion. Approval was unanimous.</p> <p>1. President's Report Siobhan expressed her gratitude for the support of Board members over the past few weeks. She said she would be meeting with Dottie to complete details of the new Oaxaca calendar. She pointed out that a similar site could be visited for the city of Missoula, Montana, and that she would send out the website. The site has a category tool bar at the top of the screen with tabs for Arts, Restaurants, etc. She then went on to describe a tour she and John Dumser Miranda led for students of the Oaxaca Learning Center. As a result of that tour, English classes are now being offered to them as of September 11, and will continue on Mondays and Wednesdays until December 11.</p> <p>During the earthquake, there was damage to the OLL. There had been a water pipe running along the surface of the roof. When the new tile floor was laid, the pipe was damaged. There is now a leak in the hallway below where the Mystery section begins. The Building Committee has already moved to have the damage repaired, as the architect will be leaving town in a week or so, and it is through him that facturas for work performed are issued.</p> <p>Carlos Revilla has completed a full year of service, and the Board expressed its gratitude for all he has brought to the OLL.</p>	

Rebecca Se4vereide and Jeannie Kes have resigned from the Board, and Siobhan expressed her appreciation for what they have contributed to the mission of the Library.

Finally, she said that she and John Dumser Miranda had delivered to the notario the report of the last Annual General Meeting in February, 2017.

2. **Treasurer's Report** The treasurer is traveling this month and was unable to collate the information in time.
3. **Committee Reports** Attached to the meeting packet were the minutes of the **Book Committee** meeting of September 5. Circulation continues to rise. Siobhan reminded members of December Book Talks, one of which will be by Geri Anderson, and another by a textile expert.

The **Building Committee** had submitted no report. On their behalf, Larry Ginzkey and Adriana discussed in more detail the water damage resulting from the earthquake of September 7, 2017. Adriana told the members that the architect would make a report on the damage to substantiate an insurance claim, but that the award, if any, would be only 1 – 2% of the cost of repairs. In any case, our insurance policy only covers what belongs to the Library—books, files, furniture—but the building is not Library property. Also, the landlord doesn't have insurance.

For the **Development Committee**, Judy only reported that she approved of the pending motion to move Hoofing It In Oaxaca under the umbrella of the Events Committee.

For the **Events Committee**, John Dumser Miranda reported on an in-house sub-committee which had met on September 4. The Committee has agreed to rotate Chair position. Suzanne Lyons is in charge of recruiting and training volunteers for the events and Tom Holloway will offer training to new volunteers. The next meeting will be on October 24. Out and About will be asked to join them.

The **Finance Committee** had no report.

For the **Technology Committee**, Siobhan reported their recommendation that the computers at the Circulation Desk and that used by the book processing room be replaced next year. Adriana said the security of the public computers would be enhanced so that they could be used so that patrons could access the On-Line Store.

Building Committee follow up, October, 2017

For the **Volunteer Committee**, Marcia and Siobhan jointly reported that they are preparing the next Volunteer Appreciation party which will be held on Thursday, September 24, from 5:00p to 7:00p. Marcia added that the next Bazaar would be held on December 10. She will not manage it, but has asked Mary Rankin if she would do so. Siobhan has also recruited a new volunteer from Etna who could help with Bazaar organization. The discussion then turned to the Thanksgiving meal. John Burch offered to approach Mr. Manuel Calleja, owner of Los Nogales events center where the event was held last year to see if it would be available for November 23. Siobhan said Bliss Wilson is organizing the next Boutique Sale, which will be held on January 14, 2018. Bliss will also coordinate food for the Bazaar in December. John Dumser Miranda said Kathy Pikel will be leaving in about a month's time and that a new Volunteer Coordinator would have to be found.

John Burch,
September 18, 2017

- 4. Old Business** John Dumser Miranda said that he and Adriana had shopped for insurance coverage for event patrons traveling away from the Library. They had gotten one estimate of \$3000.00 pesos per event. Otherwise, Nic Garcia has insurance coverage for passengers in his vans,

The members then turned to the motion, tabled at the August meeting, of incorporating Hoofing It In Oaxaca into the Events Committee. John Dumser Miranda questioned whether it should be done this year. Larry Ginzkey replied that it would be easy enough since the 2017-2018 schedule is in place. The questions of administration arise for the following season. John Dumser Miranda said that it was essential that the events be shaped to fit the pattern of the current On-Line Store offerings. Tanya Lapierre has said there should be no parallel systems. John Dumser Miranda said that there would have to be a flat fee, with no reservations, for each hike. Larry reminded the group that some events might attract fewer participants or for some reason have to be cancelled. This means the OLL could lose money on some events. His own experience is that this happens, anyway, but the net effect is to make a profit. He was asked if he would agree to administer the program for this season and he agreed he could. Siobhan suggested that he get together with Tanya Lapierre to work out the technical details. Siobhan said that the current season's events would be downloaded to the On-Line Store on November 10, and that using it now for Day of the Dead reservations was intended as a trial to allow glitches to surface and be resolved. To her knowledge, so far none has been reported.

The motion to combine Hoofing It with Events was put to a vote, and was carried unanimously with all 7 votes. Siobhan formally thanked Tanya Lapierre, Ralph Gault and John Dumser Miranda, with special thanks to Michelle for getting the idea out there and starting the process. John Dumser Miranda remarked that on Monday, Tanya and Ralph would have a Skype call with staff to discuss cancellation and refund policies.

Siobhan said the date for the OLL-sponsored calendar, oaxinfo.com, will go live on October 10, 2017. She added that in addition to entertainment categories, there will be buttons for services, such as medical resources.

- 5. New Business** The first item of business was an increase in the rent which LpP pays for its facilities at the OLL. In a September, 2016 meeting with Enid, Rebecca and Siobhan, the latter said the decision was to double to \$2000.00 per month the rent after the roof improvements were completed. There is now written record of this agreement, however. John Dumser Miranda said he understood that in its 2018 budget Libros had budgeted \$1500.00 pesos for rent. Members were individually canvassed and agreed that the rent increase should be to \$2000.00. Moreover, LpP has paid its rent from January to July, 2017, but has not paid either August or September. It was agreed that they would be asked to pay the current \$1000.00/month, and that that figure would be valid until January 1, 2018, at which time the increase would take effect. At this time, however, Judy left the call because of poor reception, thereby losing the Board its quorum. The matter will have to be brought up again in the October meeting.

Siobhan said that another matter which would have to await the October meeting was the matter of proxy voting. No provision for it exists in the by-laws of the OLL, and Roberts Rules generally discourage the practice. John Dumser Miranda suggested, and Siobhan agreed, that if a member was not party to complete information and debate on a given matter, they should not vote on it.

Siobhan then suggested that recent Board developments warranted a self-examination of its members. John Dumser Miranda suggested that a facilitator would be helpful. Siobhan agreed to see if Sandy Thompson would be available.

Board, October 12, 2017

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6. Adjournment There being no further discussion, the meeting was adjourned by acclaim at 12:00p.m. The next Board meeting was fixed for October 12, at 10:30a.m. at the OLL.

Respectfully submitted,
John M. Burch, Secretary