

**Oaxaca Lending Library
Board of Directors Meeting
January 10, 2019**

Roll Call:

Board Members: Sally Sell, Marcia Reddy, Faye Henderson, Bill Pumphrey, Tom Lockwood, Ralph Gault, Oreen Scott, John Dumser, Siobhan Murphy Grogan, Jacki Gordon (Absent: Del Highfield)

Staff: Adriana Pérez Maldonado

Guests: Suzanne Lyons

The meeting began at: 10:30

Acceptance of the Agenda

The request was made to add under new business an item regarding the process for handling caregivers who accompany persons with disabilities to events

Motion: Oreen made the motion and Tom seconded that the agenda be accepted as amended. (9 in favor, 0 opposed)

Announcements

The next board meeting will be in March. John will move to the position of Past President. This is also Siobhan, Del and Sally's last meeting as Directors of the Board. Those leaving the board were thanked and given a round of applause for their service. Tom Lockwood, incoming president, thanked John for all his help during the last year.

Acceptance of Board Minutes

Motion: Tom moved and Bill seconded that the minutes of the December 13, 2018 meeting be approved as presented. (8 in favor, 1 abstention)

Approval of Agenda

Tom Lockwood requested the addition of procedure regarding handicapped attendees at educational events under new business.

Motion: Oreen moved Tom seconded that the agenda be accepted as amended (all in favor)

Presidents Report

The next board meeting will take place in March. Tom Lockwood, next year's president will be presiding.

Sally Sell, Siobhan Murphy Grogan and Del Highfield will be leaving the board. John thanked them and the board in general for making his term a pleasant one. Tom thanked John for his helpful mentorship.

John thanked the nominating committee (Joanne Wexler, Karen Wuebbens and John Burch) for all of their hard work. Unfortunately, although 64 people were contacted 61 declined and 3 responded, the committee reported that they were unable to find anyone to fill the position of Vice-President. The next step is to move to the floor.

Ralph Gault will stay on as treasurer for the next three years. Dottie Bellinger and Suzanne Grant are nominated for director positions.

December bazaar brought in \$55,000 pesos. Further discussion is required, but will occur at a later board meeting.

The OLL Christmas party was a success.

The NGO Expo for this Sunday is on track

John made the request that if board members have an issue in need of discussion to not email all board member to only contact members who need to be informed. Also, best to handle issues requiring discussion in person or over the phone.

Treasurer's Report

Ralph Gault presented the 2019 budget from the Finance Committee (John Dumser, Tom Lockwood, Adriana Pérez Maldonado, Siobhan Murphy Grogan, Ralph Gault)

The budget reflects our mission as a nonprofit with program investment. It is a conservative budget. Committees, library manager, and our accountant all had input into the budget.

Income is expected to come from: membership, donations, special events, educational programs and cost of goods sold.

Expenses include: personnel, building, collections, taxes, special events, committees, equipment (replace one public computer, contingency for book processing printer), office supplies, professional services (tech support of \$400/quarter), volunteer appreciation

MOTION: Tom moved and Marcia seconded that the budget for the year 2019, as presented by the treasurer be presented to the membership at the upcoming Annual General Assembly for approval. (All in favor)

Old Business

- a) Crear y Compartir - The brochure is in Spanish, but the style is English. It needs to be reworked but will be ready for distribution at the NGO Expo. The group is now very big, twenty-eight at the last gathering. Consideration is being given to implementing a smaller bilingual group.
- b) AGM preparation - John and Ralph will update the Powerpoint with input from others as needed
- c) Out and About Shortfall - resolved
- d) Note to OLL Foundation - resolved
- e) Process for authorization of expenses beyond allowable by manager - a form is now to be used when an expense is not in the budget. If the expense is under \$3,000 pesos Adriana has authority to approve or disapprove it. **ACTION ITEM:** Tom will bring the form to the next board of directors meeting plus a written explanation of the process.

New Business

- a) How do we handle differently abled attendees at events. A statement has been written. **ACTION ITEM:** Tom will bring the statement to the next board meeting

OLL Committee Reports

- a) Book Committee
- b) Communications Committee
- c) Community Outreach
- d) Finance Committee
- e) Hoofing in Oaxaca
- f) Educational Events Committee
- g) Out and About
- h) Technology Committee

No questions arising from committee reports

Motion: Tom made the motion and Faye seconded that the meeting adjourn (All in favor)

Adjournment: 11:58