



Oaxaca Lending Library

Board of Directors Meeting – May 14, 2020

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Roll Call

In attendance:

- **Board Members:** Jacki Gordon, Tanya Lapierre (acting secretary), Ralph Gault, Suzanne Grant, Lina Negrete, Jose Luis Zarete, Ron Grant, John Harvey Williams, Dottie Bellinger
- **Staff:** Adriana Perez
- **Guests:** -

Quorum: Yes

Start Time: 11:07 (via Zoom)



Agenda

Motion to approve agenda made by John, second Suzanne. Motion approved.

Minutes

Motion

Ralph moved to approve April minutes, John seconded. Approved and small edits from Ralph and Jacki noted and will be made to final version.

Motion

Dottie moved to approve minutes from February, seconded by Lina. Approved.

President's Report

- E-Blast: Pandemic Archive is being worked on, folks will be asked to submit their experiences in various formats. They will start to be published in the e-blast, with the hope that in the future we can compile the submissions for some sort of exhibit.

Treasurer's Report

- Didn't provide a formal report, but provided a summary to the group
- From here to year-end, looking at June to December, assumed we would open June 1st as well as various other assumptions for continuing income and expenses, end of year is assuming to be a small loss however the loss would in theory be covered by current cash and savings.
- Depending on how things progress, we could consider a small fundraising activity to ensure we don't deplete savings beyond our 6 month accrual.

Old Business

Film Night

- No update, Tanya is still following up by email

Construction

- The meeting with the architect is supposed to happen on May 15th, but only light preparation work because they need permission from the government, which they are hoping will be on June 1st.
- We have purchased heavy plastic to cover books and computers
- David, Siobhan and Adriana will meet at the Library on Monday, Cipriano is planning to work on the front door. We need to keep in mind potential access to books.
- Question: What are the plans for protection during the construction? Adriana advised that Oscar has covered the circulation desk, windows and the door to the computer room. Cipriano is going to cover the front but ensure the door is independent. No plans yet for upstairs.



New Business

Re-opening the OLL

Information we are getting from various sources is conflicted. Suggest that we don't talk about exact dates, but maybe some ideas.

- RDG: Limited service – books, fines, memberships, limited tables
- JLZ: support proposal – agrees the information is conflicted. The best approach is that the OLL takes elevated standard of security. Reduced tables, limited time for staying at the Library. Use common sense, what makes us feel comfortable, weighing the government information
- SG: Limited # of people at one time. Perhaps not tables, maybe initially just get your books and leave.
- Dottie: Concerned about tables in individual rooms as the rooms are small
- Lina: Likes the idea of get a book, and out again. Agreed that the information is confusing from various sources and the OLL should do what makes sense.
- JHW: Likes ideas so far, we should also require everyone to wear a mask/face covering and insist that people wash/sanitize hands on entry
- TL: We could entertain a reservation system, possibility of one person per family (especially with kids). Possibly set a maximum at any one time. 5 seems reasonable. You could do a mixture of first come first serve and by reservation. Also believes the tables are important as some of our older patrons would appreciate a spot to sit upon arrival and get organized, drop a bag, catch their breath, etc.
- JCG: Consider also having people wait outside and what the construction looks like.
- Question: Any volunteers on the Board who are willing to draft a plan. **Dottie will circulate a draft within one week.**
- RG: Bus service/ transportation is limited – we have to consider getting volunteers and staff home. Reach out to the Volunteer Committee for their input. Suggest that we have someone at the door as “police”. Suggest we also make sure we are in-line with what other Libraries are doing. **Lina took away the action to contact them.**
- Questions: Hours to be full time or scaled back? Other Volunteers required other than staff? Consider a volunteer at the front for entry to enforce requirements we decide to put in place.
- **JCG: Will draft announcement that we are looking at a plan for reopening the OLL for basic services.**

Saturday Program

Adriana has been in touch with the teacher who is anxious to get them started again.

- **Proposal: The teacher of the youth programs, wants to extend the classes. She wants to teach English three days per week for the summer. 15 to 20 teens.**
- Discussion:
- Not sure how the environment would be with regards to noise and also a significant number of people together at the same time. Would prefer to be clear with the teacher that we cannot consider it at this time.
- We can increase books being checked out by teachers for additional support
- If the motivation is financial, we could provide a continued stipend for supporting the programs until we can restart them



- Should it be allowed to expand the program at the OLL at all. How is running an English language program in line with our mission? We are not a language school and there are plenty of those.

Adriana does not think that the primary driver is financial, the Library has the program as a support for the community. We know that the schools have programs, but they are very expensive.

Adriana thinks that it would be very difficult for such a program to be considered and run not only for the pandemic issues (social distancing, etc.) but also for the construction. Suggest that at this time we can't consider it.

- If Karen can develop a proposal for providing an expanded program but in a space that would allow for the students to gather, the Library would consider it
- **Action for Adriana to discuss with Karen.**

Other Notes

- Next meeting is scheduled for June 11th, by Zoom, at 11:00. We are leaving the possibility open for an emergency meeting pending the any reopening plans for the OLL.
- Request for resending of the Zoom meeting invitation with the agenda

Adjournment

- Suzanne moved the meeting be adjourned and Lina seconded. Approved. Meeting adjourned at 12:17.