

OAXACA LENDING LIBRARY

Board of Directors Meeting Minutes

May 11, 2017

Agenda Item	Action Needed/Person
<p>1. <b>ROLL CALL:</b> Present: Siobhan Grogan, President; John Dumser Miranda, Vice President; Ralph Gault, Treasurer; John Burch, Secretary; Rebecca Severeide, Past President; Fay Henderson de Diaz, Director, Sally Sell, Director; Adriana Perez Maldonado, Library Manager. Absent: Jeannie Kes, Director; Michelle Verduzco, Director; Marcia Reddy, Director; Judy Burrell, Director. Guests: Larry Ginzkey and Tanya Lapierre</p> <p>2. There being a quorum, the meeting was called to order at 10:30a.m. Siobhan asked for a motion to accept the April 13 Board Minutes. John Dumser Miranda so moved; Sally Sell seconded the motion. Approval was unanimous.</p> <p>3. <b>President’s Report</b> Siobhan announced that David Myler continues to work on the Library archives. It is rather tedious work, as many of the paper originals have deteriorated with time. This led to a discussion of the same tendency in data storage devices, whether disc or thumb drive. It was agreed that the best place now known to store data is the cloud. Rebecca proposed formation of a committee to determine how best to preserve Library data records. There are three classes of data (thus, levels of importance): nostalgic; process; and SAT (tax authority). David also said that June, 19 is the “birthday” of the Library, and he wanted to get a cake and sell his book at half price (\$300.00 pesos) and have a celebration at the Library in the afternoon.</p> <p>Siobhan said that John Dumser Miranda had assumed temporary chairmanship of the Events Committee, which now also shelters the Out and About program. The Events Committee members are John Dumser Miranda, Jeannie Kes, Joanie Harmon, Bliss Wilson, Tom Holloway, Cathy Pikel, Rich Lang, and Suzanne Lyons. Members of the4 Out and About component are Larry Ginzkey, Michelle Verduzco, and Jill Duttenhoffer.</p> <p>4. <b>Treasurer’s Report</b> Larry Ginzkey told the Board that he had sent the money from Day of the Dead activities, \$12,000 pesos, to the Foundation, to be credited to the</p>	

Library. Ralph asked how the Library actually accessed the money, and Rebecca said the Treasurer had to ask Doug Harmon to make the disbursement. John Dumser Miranda questioned an item of \$17000.00 pesos under the Activities rubric, and was told it was for expenses associated with van rental, etc., for Day of the Dead trips. Ralph remarked that we have a surplus of IVA payments over collections. He then went on to say we had no budget line item for government payments. As part of the changes to fiscal laws, we need to look at a cash register which will attach a consecutive "folio" number to each transaction, thus allowing them to balance their records against ours and us to generate "facturas." The current register, now 15 years old, doesn't have this capacity.

**5. Committee Reports:**

**Book Committee** Rebecca reported that circulation has steadily increased, and mentioned the increased revenue realized through DVD rental and sale of culled books. She also announced that the Committee had decided no longer to rent DVD's, but to put them into circulation, just like printed materials.

**Building Committee** Rebecca remarked that the architect was pushing for speedy completion of the roof renovations as he has another commission on which he is needing to work. Replacement of the laminate panels over the man salon was then in progress.

**Communications Committee** Tanya Lapierre spoke on behalf of the committee. She said they will approach external and internal communications at different times. They will deal with external communications first with a view to standardizing look and content. Those in charge of external communications include Alan Godin and Carlos Revilla (Facebook pages), Joannie Harmon (eBlast) and Tanya Lapierre (website). The committee will meet in mid-June to establish guidelines. The committee will then turn to internal communications in mid-October. Rebecca applauded the deliberate manner of the committee.

**Development Committee** No report available.

**Events Committee** The committee has planned some summer events, which include attendance at baseball games. David Myler would like to give a talk on buying online, particularly how to get free delivery. Elaine Russell has asked the committee to schedule a meeting at the OLL for a

Communications  
Committee, June,  
2017 to October,  
2017

non-violent committee. There will be a Vicente ]Hernandez workshop/visit. The committee will meet next at the end of June or beginning of July. Rebecca has designed a flow-chart to show the work of, and interaction between the Events Committee (internal) and Out and About (external).

**Finance Committee** No report available.

**Nominating Committee** No meeting until November, 2017.

**Technology Committee** There ensued a recap of the cash register issue. Ralph Gault agreed to work with the committee on this project.

**Volunteer Committee** Sally Sell reminded members of the forthcoming Bazaar on Sunday, June 11, 2017, from 9:00a to 2:00p. Marcia Reddy is managing the process and will have flyers prepared for posting in various public locations. The next Bazaars are scheduled for September and December, 2017. The hope is to realize \$60,000.00 pesos for each one.

6. **Old Business** The first item discussed was volunteer recognition. Various possibilities were discussed: parties, recognition certificates or pins )at specific intervals, i.e., 5 years, ten years, etc.). Siobhan told the group there is a President´s Award which can be given for service President and Board deemed exceptional. Consensus was that the Volunteer Committee should develop guidelines first.
7. **New Business** Because Michelle was not at the meeting, Larry Ginzkey discussed the proposed schedule for Out and About activities this fall and winter. Rebecca asked Tanya Lapierre, as a tour operator, whether she viewed such activity as competition with established tour guides. She replied that one-time events, say, a trip to Hierve el Agua, did not constitute real competition. Ralph Gault asked about OLL liability for such trips, and Larry said he would ask our transportation provider, Nicholas Garcia. Tanya also agreed to manage an on-line sign-up for Out and about events as a pilot, preparatory to making this option available for internal programs, a well.

The next meeting was fixed for June 8, 2017, at 10:30a, at the Library.

By consensus, the meeting was adjourned at 12:45p.

Finance Committee,  
Fall, 2017

Respectfully submitted,  
John M. Burch, Secretary

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