

**Oaxaca Lending Library
Board of Directors Meeting
Thursday, June 14, 2018**

Present: **Staff:** Adriana Perez Maldonado

Board Members: Bill Pumphrey, Fay Henderson Tom Lockwood, Oreen Scott, John Dumser, Siobhan Grogan, Jacki Gordon, Adriana Perez Maldonado, Ralph Gault

Board Members Absent: Sally Sally, Marcia Reddy, Del Highfield
Guest: Tanya Lapierre

The meeting began at 10:42

Approval of the Agenda: The following changes were made to the agenda: Under Old Business, final decision on refunds and wait list to be added, Committee Reports the Technology Committee is moved to the first item under old business also, Events Committee is changed to Joint Programming Committee

MOTION : Bill Pumphrey moved and Fay Henderson seconded that the agenda be approved with the changes. (7 in favor, 1 abstention)

Announcements: There were no announcements

Acceptance of Board Minutes:

The following corrections were made to the Board Minutes of Thursday, May 10, 2018: In the motion to accept the minutes They were approved needs to be added. Under the President's report "There is \$50,000 pesos left in the building campaign" should be deleted.

MOTION: Tom Lockwood moved and Bill Pumphrey seconded that the minutes of the Thursday, May 10, 2018 be accepted as amended. (7 in favor, 1 abstention)

President's Report

- The volunteer committee will discuss the bazaar at its next meeting
- Roof repairs have been completed. The cost was \$4,329 pesos. Leaks still exist, but are not a problem that rests in the roof. The architect needs to be consulted.
- The combined celebration for Canada Day and U.S. Independence Day will be on Monday, July 2. John Burch is organizing the event. It was mentioned that OLL Board Members should try their best to attend.

- Oscar Jimenez is our new morning desk clerk. His first day of work was Tuesday, June 12. He is an English teacher in the afternoons and was recommended as a hire by an OLL member. Adriana will supply copy and Siobhan will supply a photo to Tanya. Tanya will announce Oscar's hire on the website and send the information to Joan Harmon for the eBlast.
- The dismissal of Carlos Revilla. John thanked Adriana for her professional handling of the matter. Legal council was consulted and included in every step of the process. A severance package was prepared, working with our accountant and lawyer. The matter went to Junta de Conciliacion y Arbitraje (Mexican arbitration board dealing with such matters) and the junta decided in favor of the OLL. Carlos is wished well. John will respond to Linda Wilson's letter.

MOTION: Bill Pumphrey moved and Tom Lockwood seconded: that having heard the steps taken in the termination of the employment of Carlos Revilla that the board support the process and the library manager.
(7 in favor, 1 abstention)

Treasurer's Report

- In an effort to answer the question regarding what happens when the money from the foundation runs out and the Library World subscription can no longer be supported by the foundation, Ralph met with Doug Harmon. They decided to cross that bridge when it comes, if it comes because, ¿who knows? perhaps more money will be donated to the foundation.
- The notes on the balance sheet gives our financial position at the end of April. Ralph stated that the end of May position was \$152,000 pesos.
- Thanks to John Burch \$149 US dollars was donated for the web site.

There is a question regarding money left in the Building Our Future campaign. There may not be any money left due to taxes paid by the library of 30% on "new construction" costs encountered. Ralph will compile information and discuss with those involved in the campaign.

Old Business

Technology Committee: Tanya reported that the committee contacted two vendors, only one responded, Omar Rojas of Informatica y Nuevas Tecnologias. OLL board members familiar with Omar expressed satisfaction on the Technology Committee's choice of vendors.

Fixing current personal computers is not an option. They are too old. However, existing monitors and keyboards can be used.

MOTION. Oreen Scott made the motion and Bill Pumphrey seconded that we open up for discussion the Technology Committee report. (7 accepted, 1 abstention)

- If the board were to approve everything recommended in the report, the cost would be \$9,842 pesos, excluding the second computer for the circulation desk; the cost of that computer is \$8,000. Tom suggested checking prices at the computer store Cepecas.
- Since these upgrades were not in the budget, they will need to come out of operating expenses or we will need to fundraise.
- Ralph stated that we have sufficient funds in the operating budget. That the only problem he saw was in the event of an unforeseen expense, such as earthquake damage.
- In order to accomplish everything included in the Technology Committee report \$40,000 pesos are needed.

MOTION: Oreen Scott moved and Jacki Gordon seconded that the Board authorize the full proposed budget of \$40,000 pesos, as recommended by the Technology Committee. If funds are needed for operating expenses the said monies can be drawn from OLL savings. (7 accepted, 1 abstention)

Outreach Committee Brochure: Fay stated that the final version is complete. Corrections to be made. Joan Harmon is working on the graphics.

- Fay referred to the Communications Report - Item 6 - OLL talking points. She made mention that the brochure is for a Spanish speaking audience and there is no intention of producing an English version.
- Bitch and Stitch brochure - Jacki will have it completed by the end of the month. Bitch and Stitch has between 8 and 10 attendees weekly. However, there is a definite need to increase Spanish speaking members

Development Committee Brochure

MOTION: Tom Lockwood made the motion and Bill Pumphrey seconded: That the Development Committee be suspended for the foreseeable future (7 accepted, 1 abstention)

Volunteer committee positions of coordinator and chair: Tabled

Final decision on refunds and Wait Lists: After considerable discussion the following motion passed with some disagreement.

MOTION: Jacki Gordon made the motion and Oreen Scott seconded that refund turn arounds be changed from 48 hours to 7 days and that wait lists be maintained. (4 in favor, 2 opposed, 1 abstention)

An element of disagreement derived from what authority an active agent committee has and what level of authority is held by the board. It was suggested that Sandra Thomson be invited to work with the Board for clarification.

New Business: No new business

Committee Reports: All written reports were accepted as presented

Outreach Committee: Fay has had difficulty getting her Outreach events into the eBlast. Board gave assurance that Outreach events do not need to go to the Joint Programming Committee, just as book events are scheduled by the Book Committee Fay will re-address the issue with Joan

Adjournment

MOTION: Bill Pumphrey made the motion and Tom Lockwood seconded: That the meeting be adjourned. (7 in favor, 1 abstention)