

OAXACA LENDING LIBRARY
 Board of Directors Meeting Minutes
 January 11, 2018

Agenda Item	Action Needed/Person
<p>ROLL CALL: Present: Siobhan Grogan, President; John Dumser Miranda, Vice President; John Burch, Secretary; Ralph Gault, Treasurer ; Adriana Perez Maldonado, Library Manager; Marcia Reddy, Director; Judy Burrell, Director, Sally Sell, Director, Fay Henderson de Diaz, Director</p> <p>There being a quorum, the meeting was called to order at 10:35.am. John Dumser Miranda moved that the minutes of the December 14, 2017, meeting be accepted. Ralph seconded the motion. Approval was unanimous.</p> <p>Announcements Siobhan opened by offering thanks to departing Board members, Michelle Verduzco and John Burch, along with a delicious cake to emphasize her remarks. Her remarks follow:</p> <p>The Board would like to thank John Burch, outgoing Board Secretary, for his many years of service to the OLL. He has been a friendly face at the Circulation Desk, a volunteer at many events, a generous donor, the Volunteer Coordinator, Board Director and Secretary. John will be remembered for his kindness, generosity, humor and intelligence as well as for his superb prose style.</p> <p>The Board would to express its appreciation for Michelle Verduzco's years of service. Michelle has worked at the Circulation Desk, Cafe, numerous parties and events, member of the Volunteer Committee, the Events Committee, the Out and About program, a Board Director and Vice President. Michelle's enthusiasm, dedication, creativity and sparkle are held in the highest regard</p> <p>1. President's Report Siobhan reviewed the security concerns after the last break-in (see below). She went on to say the OLL had been approached by a young Oaxacan lady who wants to hold yoga classes for seniors at the Library. Some members questioned what she offers that any of the many other yoga studios don't offer. It was decided to invite her to the March Board meeting. She would charge \$80.00 pesos per person per class and give 40% of the receipts to the OLL. John Dumser Miranda remarked that the Board needs to revisit the financial arrangements for vendors who might propose offering</p>	

for-profit programs at the OLL. Siobhan agreed to get back to her to get more details and report to the Board in March.

- 2. Treasurer's Report** Ralph reported that the bank statement reconciliation for December 31, 2017, continues to show a fully funded contingency fund of \$520,000.00 pesos. He went on to mention that the Library did, indeed, end the year with a healthy balance. He reported that \$31,000.00 pesos remained in the Building Our Future Campaign. By agreement with the Foundation, Campaign manager, Alan Goodman, Libros para Pueblos, and himself, the money would initially be used for repairs; any money remaining would be split equally between Libros and the Library. Ralph then asked for a motion to accept the 2018 budget, now amended with the changes requested at the December meeting. Judy Burrell so moved and Sally seconded the motion. No discussion followed, and acceptance was unanimous.

3. Committee Reports

Book Committee Siobhan reported that its Annual Report touched on accomplishments for 2017, among which were Author and Book Talks, book showings, increased circulation and donations to the collection (books, DVD's), as well as volunteer participation. The Committee has met monthly throughout the year.

Building Committee Siobhan reported that Ellen Barth Had approached her about the donation of some of Linda Martin's work from the4 Barth's own collection. Members agreed that the Building Committee might deal with hanging the art, but some quickly pointed out that there wasn't that much wall space available for the purpose. To the idea that they might be sold at the Bazaar, it was agreed to discuss the possibility with the donor., and make a decision at the March meeting.

Community Outreach Committee Fay reported that the NGO Fair planned for January 14,2018, is ready to go. She said that 13 organizations would be represented. Moreover, three other groups had approached her about participating, but it was too late and there wasn't any room. She thought that maybe the fair could be held over two days the next time. The Committee plans to circulate evaluations to the participants as well as the attendees to judge the strengths and weaknesses of the event.

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On January 18, there will be a lecturer from Lasalle University on the topic of nineteenth and twentieth century architecture. On the third Thursday of March, there will be Mexican wine-tasting event. Fay urged the Board members to attend both events, particularly the Lasalle event. A sparse attendance could prove discouraging.

Development Committee Judy reviewed the responses to her questionnaire, distributed at the December meeting. She expressed an interest in developing a database of donors to the Library. Siobhan said that there already is one which the Building Our Future Campaign developed. Judy also had an example of a recognition of a membership in something called the Quinientos Club, the name of a previous membership drive. She pointed out that at present there is no large project for which the Library is raising funds and which might be solicited from a foundation or other grantor. Finally, she said that a bilingual brochure about the OLL should be developed. The Board expressed keen interest in the idea and Judy agreed to try to develop a proposal.

Events Committee John Dumser Miranda said that at its last meeting, the Committee had floated the idea of allowing members to attend events for free. John said he had declined to accept such an offer, believing that payment for events is expected. No vote was taken on the measure, however.

Nominating Committee Siobhan pointed out that the slate of officers/directors proposed for 2018 had been posted. She added that Jackie Gordon has been nominated as an at-large member.

Technology Committee Ralph reported that David Myler had been looking for computers and the average price was about \$10,000.00 pesos, although one had been found for \$7,000.00 pesos. This computer is to be placed in the Book Processing Room for Adriana's use.

Volunteer Committee Marcia observed that when Bud Combs had been doing the Bazaar, he had managed to mount four a year. Now, however, the difficulty of finding a person or persons who would continue to manage the events made the Committee think about doing the event once a year. Even now, they still have no one for the June Bazaar, although they continue to look. Several members pointed out that the long

tables really aren't needed, and might be sold. Finally, she announced that Linda Mazzei would be leaving Oaxaca presently and a new Volunteer Coordinator would have to be found. Finally, Marcia said that the Committee is planning a volunteer appreciation party.

4. Old Business

Siobhan asked the Secretary to read the proposed amendment:

ARTICLE III Section 12 -- "Financial Assistance and Loans The OLL shall be prohibited from providing financial assistance or loans to any person, corporation, or organization utilizing OLL funds without express approval by a majority of voting members at the Annual General Assembly Meeting."

The discussion which followed made the following points: credit is difficult for Mexicans of modest salaries to secure. Moreover, the Library could not contribute to a community cause it might otherwise have done. Some members suggested that the matter was an administrative, human resources decision. Finally, one member added that when the membership voted on this Board last year, it was because we were thought capable of running the OLL in a prudent and accountable fashion. When Siobhan asked for a vote on the proposed amendment, there were 7 nay votes, no yea's and no abstentions. The proposed amendment will not appear on the agenda for the Annual General Assembly Meeting on February 10, nor can it be raised again from the floor at that meeting.

With respect to Fay's amendment concerning free one-year memberships for the English teachers of the schools with which we have letters of agreement, the Secretary was directed to post it and the Board would meet again on February 10 prior to the General Meeting to vote on it.

Concerning the previous Board vote not to allow proxy votes for absent members at Board meetings, Ralph said that the By-laws allow such votes at the Annual General Assembly Meeting. Accordingly, the previous motion not to allow proxy voting is invalid.

5. New Business

The first item of new business concerned a member who had raised a concern with the OLL on his Facebook page. The specific matter was the Board's decision to make payroll advances available to staff and the member appears to have thought that the loan policy was open to anyone who might ask. Ralph said he had replied to the member in an

extensive series of e-mails. In any case, the allegation was made on hearsay and Ralph was able to clarify the member's understanding.

Ralph pointed out to the Board that the identity of the employee receiving the advance was in part due to the fact that the employee's name had been used in the accounting records. Henceforth, a numbering system would be used, rather than names. Mexican labor law is very clear on the right to privacy of employees and their personal information.

John Dumser Miranda then circulated an agenda for the planned Board Retreat later in February. He said that Committee chairs have been invited and encouraged to bring their concerns to the meeting. The original date for the retreat was set for February 23, but it was agreed to advance the date to March 2.

Concerning the matter of the security measures, Siobhan reported that she, John Dumser Miranda, Adriana Perez Maldonado and John Burch had meet with a representative of CSI, a company recommended by a Library member. Four proposals at various prices were returned to the Library. The one members found most attractive was that denominated "CCTV Ver 1.0," whose components collectively cost \$33,640.00 pesos. Additional lighting for the4 entrance would be a separate expense with a different vendor. Judy made the motion to accept that proposal. Marcia seconded the motion and it was unanimously passed.

There then followed a short discussion as to whether or not Adriana should be given a small, discretionary budget to deal with small emergencies at the Library. Siobhan remarked that only half of the toaster in the café was operable, and it should be replaced. After some discussion, it was agreed that \$3,000.00 pesos should be set aside for contingencies such as this.

6. **Adjournment** The next meeting was fixed for March 8, 2018, at 10:30am, at the Library There being no further discussion, the meeting was adjourned at 1:35pm by acclaim.

Respectfully submitted,
John M. Burch, Secretary

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