



Oaxaca Lending Library

Board of Directors Meeting – November 14, 2019

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Roll Call

In attendance:

- **Board Members:** Jacki Gordon, Dottie Bellinger, Tanya Lapierre, Marcia Reddy, Ralph Gault, Suzanne Grant, Ron Grant, John Harvey Williams (JHW), Fay Henderson de Díaz,



- Absent: John Dumser (JD)
- **Staff:** Adriana Pérez Maldonado
- **Guests:** Bill Pumphrey, David Myler, Bliss Wilson, Karen Wuebens, Larry Ginzkey, Kate Hart, Marg Schubert, Tom Dunham, Mark Statman (SP?)

Quorum: Yes

Start Time: 10:30

Agenda

Motion to approve the agenda was made by Fay, seconded by JHW

- Change to In-house events committee topic to “quality of speaker”
- Add – Lighting in the entrance of the OLL

All in favor as amended, 1 abstained

Minutes

- Email will be circulated, edits sent to Tanya and then considered approved and will be published.
- Secretary apologized for not being in a position to deliver minutes promptly after the October meeting.

Board is OK with proposal

Announcements

1. No news. December is still anticipated construction.
 - Reminder that the architect is looking for style consistency for the front door
2. Jacki brought up agenda item for adding Lighting in the entranceway, **action brought to Adriana to ask electrician to add lighting/get quote**

President’s Report

Direction of OLL

- Since the April Board meeting where we decided on some new directions for the Library, some very good things have happened but some good things have been lost. Jacki believes that we can balance the two.

Selling things at the OLL

- We cannot be a vendor for various miscellaneous items – books, maps, etc.
- The Mexico tax law is prohibitive in this aspect where profit is shared
- Question re: Books – Geri’s books can be sold as all revenue comes to the OLL



Thank you notes

- It has come to Jacki's attention that we have not been providing Thank You notes
- Process seems to be broken with regards to donations received and people being advised
- **Check with Foundation to avoid repetition on their process**

Treasurer's Report

- OLL Foundation – there were only 2 donations made through the OLL Foundation, only \$5200 pesos in the kitty, suggest we think about driving some donations into the kitty to cover off expenses that go through that account. These include, in USD:
 - o Adobe: \$10/month
 - o MailChimp (newsletter/eblast): \$51/month
 - o Library World: \$439/year
 - o WIX (website): \$149/year
 - o WIX (online store): \$180/year
 - o OAXevents: \$540/year
- Target Net Income is still positive
- Suggestion: to encourage donations through the Foundation, a suggestion was made for a type of "President's Message" for the newsletter and website. **Agreed to do, Jacki will contact Doug for a blurb (Tanya to check PayPal US and PayPal Mexico) – President's Appealing Letter (Jacki will work on it with Bliss)**

Outstanding Business

A. Special Events Committee

(Clarification – the bi-laws cover the creation of a special events committee, no change to bi-laws are required)

Proposal:

- David Myler is proposing that the OLL continue what it has been doing for many years, which is hold special events to support both community building and (if required) fundraising.
- Concern is that it looks like some of these events are slipping between the cracks. Thinks that maybe the events have slipped through the cracks due to the fundraising components no longer being required.
- David has been told that the position from the Board is that if someone wants to head up an event, the Board will look to support it.
- Principle that David would like to put forward is that we resurrect the committee
- David is offering to take on the work – Larry Ginzkey, Bliss, Kate and David are proposed committee members
- David is proposing a calendar of events to be sponsored by the OLL
- There is significant support for the re-creation of a Special Events Committee
- Background: The events committee went through transition and the "sponsorship/initiative" for special events fell away
- It was felt that some events were felt to be "exclusive" in the past

Comments:-

- There is room and it is desirable for the OLL to have this community-type activity
- Great that there is a group willing to do it



- Treasurer will need a proposed budget
- Comment made for the Use of Space Policy as the OLL can be outside OLL hours
- Altar did not go in this year due to space and time constraints, and Jacki mentioned that we have a new process for impact on different committees discussed with each motion
- David mentioned that the Altar creation would be added to his list of events

Motion: Ralph moves that we resurrect The Special Events Committee with David Myler as Chairperson. JHW seconded.

Discussion:

- Dottie will hand off the Special Events Process
- Ralph suggested that the existing document be used as a basis/foundation for the new committee's mandate
- Ron would like to see a consolidated umbrella for events in the future
- Kate and Bliss believe there is confusion in the membership, and suggestion made to rename the Committee to be more clear, and come up with a mission statement
- Question: Memorial Services, are these part of special events? David responded that yes, they would be
- **Tanya confirmed that next month the committee will be on the agenda to present 1.) List of Events, 2.) Mandate, 3.) Budget 4.) Special Events Process**

Point of Order: Are we OK to name David as the Chairperson in the Motion? Confirmed that yes, any changes would only be a note to the Board

Vote: (6) approved, Opposed (0), Abstain (1)

Process: All took ownership to advise the various committees. **Communication for newsletter required and David will do that with Joanie.**

Bliss:

- Stuart Loomis – he is turning 100 on November 21st. Can we give him a congratulations? Bliss is requesting that we give him a shout-out? **Bliss will take the action for writing up and sending to Joanie.**
- Also wants to personally thank Larry Ginzkey for all his time, effort, and work with the OLL

Motion: Dottie made the motion to formally recognize Stuart Loomis in OLL communications, Ron seconded.

Approved: 4 in favor, 2 abstained, 0 opposed

Tanya had a question for Kate regarding approval for the Christmas event, and Kate confirmed she was working on it currently.

B. Presentations to the Board - question

A question was raised on how things are brought forward to the Board, what the standard process for this was.

Ron will confirm with the bi-laws, agreed to communicate a reminder

C. Bazar Report

- Fantastic!
- People were very happy.
- 1 person complained that we opened early. Marcia was at the front, and she mentioned that people who showed up at 10:10 felt that it was unfair that folks had thought that by opening early it disadvantaged people who thought we were opening on time.
- Margie also had a thank you party for the volunteers
- **Question: Higher priced items? Clarify with Margie what the plan is (Jacki)**
- **Open issue: A curator for ongoing donations – Dottie will refer to Special Events committee**
- **Ask Tanya to send Margie's report to the new committee**
- Jacki mentioned that there was a couple from Tilcajete being in front selling “kits” – do we want to deal with this? Group said “no”, there are vendors and like anywhere in Oaxaca, free to do as they please on city property

Motion: JHW moved that we send a really nice “thank you” to Margie (**Jacki will action**), and we all should sign it, if possible.

D. Film Night

Tanya has researched and reached out to SEGOB, specifically the Dirección General de Radio, Televisión y Cinematografía – DGRTC for their clarification with regards to what section of the copyright and permission to show films we fall under. Attached is her draft email. She is following up with them as she has not heard back.



Film Night -
email.pdf

- Suggestions were made that perhaps the Biblioteca Infantil, as they show films, may have some information. Tanya reminded the group that they are a publicly funded organization and may fall under different regulations.
- JHW said he could reach out to Guanajuato's community centre and Tanya thanked him but it was not required at this time.

E. Intro to Oaxaca

- Tanya updated the group on progress to date, which has basically been to make initial contact and introduce idea
- Contributions made on Mondays, in \$600 to \$700 pesos, in a year
- **JHW:** Bring forward re: regulated information, personal opinions should be tempered, personality is great
- **Ron:** Possibility of moving them into an ongoing Educational Events or Board going forward, as an “organized OLL” event
- Tanya reminded the group that she was asked to “tread lightly”, and she is, and if anyone would prefer to take on the work, they are welcome to



F. Special Events Process Document

- Will be brought forward, tabled to next meeting
- No comments to be forwarded

G. Special Events

- See above

H. Educational Events Talks – Quality Control

- See attached.
- The main points the EEC wants the Board to hear is that they believe they have sufficient feedback (no survey, no resources to manage it), and that they are working on improving and varying speakers.



EEC Quality.pdf

New Business

Code of Conduct/Civility: Discussion

- We have several patrons, non-members, who are causing problems at the Library.
 - o One is overstepping personal boundaries related to personal space and taking up patrons' time
 - o One is coming into the library late, hanging out in the bathroom, refusing to leave and using the staff's time preventing them from closing
- We have a code of conduct, how do we enforce it?
- What do we do/ how do we manage these issues? How do we empower the staff to address them?
- We need to be sensitive that local Oaxacan young people may not be as assertive as a foreigner related to someone taking up too much time or making them feel uncomfortable
- How do we raise it and have an enforcement process?
- Suggested that we can contact the police.
- Every Board Member should be ready to support staff and patrons with these issues

Decisions:

- General: Mental Health issue - Arlene Starkman can be asked if she has some guidance on addressing the issue
- For specific persons, we have to officially say that we have had numerous complaints about violating people's privacy. Copy Statement of Civility. Jacki will ask Cathy to draft.
- We will communicate that either there are no OLL services past 6:45 PM or speak to Oscar about how long it is taking him to close up and make the accommodation

TL to pull out bullet points from Policies for flyers for tables.



Committee Reports

- Outreach Committee question from JHW – can we reach out to UBAJO? Fay agreed to discuss at the next committee meeting.

Christmas Event:

Issues last year:

- Budget: are we OK for alcohol? After discussion it was proposed that we try BYOB
- Are we trying to make money? Confirmed that in general no, just covering costs
- Question: Is there an issue with alcohol being consumed for a private event. Adriana confirmed that no it is fine because it is a private event

Adjournment

- Dottie made the motion to adjourn, Ron seconded. Meeting ended at 12:49.