

## **OLL Board of Directors Meeting**

**November 2022**

### **Call to Order and Roll Call**

Jacki Gordon called the meeting to order at 11:05

Board members present: Doug Long, Jacki Gordon, Mary Phillips, David Shallenberger, Dottie Bellinger, Abraham Torres Fergosa, Lina Negrete, John Burch, Jose Luis Zarate, Marirose Lescher

Board members absent: Phil Schlak

Staff: Adriana Maldonado

Visitors: Larry Ginzkey

### **Approval – Agenda**

Peter McCallion moved to approve the agenda; David Myler seconded; the motion passed unanimously.

### **Approval - October Minutes**

David Myler moved to approve the minutes; Doug Long seconded; the motion passed unanimously.

### **President's Report**

Jacki proposed that the board consider appointing a three-person personnel committee, chaired by the president, to handle oversight of any issues with members, staff and volunteers that are sensitive and confidential.

Marirose added that to the extent the committee could be dealing with compensation, the treasurer should be involved. Peter McCallion asked if a person should be a full-time resident to serve on this committee. Jacki responded that it could be a resident who is here 10-11 months if the member would be willing to meet by zoom the months s/he were not in Oaxaca. Peter volunteered to be the third member of the committee.

David Myler moved that a personnel committee be formed which includes the president, treasurer, and another board member. David Shallenberger seconded.

The motion passed unanimously.

### **Treasurer's Report**

Marirose started the report by asking if there were any questions. David Myler asked if we could give a bigger aquinaldo to the staff this year to recognize all the hard work they did during the pandemic. Marirose suggested that the newly formed committee take that idea on.

Marirose added that we're in good shape. Because we do not have a big fundraising project now, contributions have decreased. For example, in October we had 250 US in contributions at the OLLF and 2,500 pesos at the library.

David moved to accept the treasurer's report. Dottie seconded. The motion passed unanimously.

## **Old Business**

Bazaar – It will be held December 4th. A notice will come out in the eblast requesting donations. There is also a request for volunteers. This will be the first bazaar this year. We may have more than one. This one will end at 2:00 pm so as not to conflict with the Learning Center's holiday concert. Jacki asked for ideas about how to handle the bags (the price, the number of bags, etc.) We agreed to let Enaj handle that. We also need to decide how to handle being in the foyer and let the hotel know what will be happening. David will be talking with hotel management.

### Facilities and Tech update

1. New Staircase: Completed and will provide additional exit capabilities from the Terrace in case of an emergency. Cost \$33,000 MXN as approved by the BOD.
2. Main Salon sitting area (Spanish Collection) chairs have been cleaned and stain protected. Cost approximate \$1,200 MX.
3. Information Kiosks:
  - a. Stakeholders have been requested to review proposed information to be included and provide adds and deletes.
  - b. Two (2) touchscreens have been obtained
  - c. Testing of software and input of information is currently ongoing. Completion date TBD.
  - d. Location of kiosks has been determined by the committee.
    1. Along main salon wall between the sales bookcases and the new books shelving units
    2. Next to the doorway from the main salon entry to the non-fiction hallway
4. The privacy film for Adriana's office has arrived and will be installed soon.
5. A physical bulletin board has been installed behind the Circulation Desk. Rules for its use need to be made known to members, public, staff, and volunteers as to have an efficient use
6. Mural for Terrace: Decision pending. It will incorporate recognizing Kathryn Bertelli for generous support of the OLL these many years. We will also recognize another major donor, Dora Hartnett, in the mural or on a plaque in the sala. David asked for board approval to go ahead in organizing the 2nd mural and then bringing that information back to the board. Approval was granted.

Doug Long reported that the billing for the front door came in at \$81,000 pesos. That is \$20,000 less than we were anticipating. Front Door price was to be

\$100,000 MX The hotel is charging us 50% for the facade. That 50% payment also includes the signage on the street.

David Myler moved and Doug Long seconded an \$81,000 peso transfer from the OLLF to the OLL. The motion passed unanimously.

There was a short discussion about the need for new/additional audio equipment. More information on that will be presented at the next board meeting.

Discussion on the new kiosks was moved to next month's meeting.

Masks downstairs. Mask wearing is spotty. Consensus was that we leave it as is; masks are required in all downstairs rooms.

#### Excursions: Hoofing It and Out & About

Larry Ginzkey mentioned that things are going fine so far. He mentioned some negatives which are written in his report.

Doug asked that the board review the information which is read before each event, Out and About, and Hoofing It. It's quite long and if a person comes to more than one event or tour or hike it seems unnecessary.

Dottie asked Larry if the revenue coming in for the excursions was approximately the same as in 2019 or 2020. Larry's response was that since the season is just getting started it's difficult to tell. One thing that makes a difference is the number of people for each event. Also, one of the things decided was to minimize our footprint in the villages and areas we visit. That means fewer visitors. Marirose suggested that at the end of the fiscal year we take a look at our income vs. expenses and then we can decide as a group if any adjustments need to be made.

#### Legal & Constitution/bylaws

Adriana and Mary Phillips met recently with a notario. They were given a list of things that attendees and voters need to supply at the next AGAM. The list was sent to each board member. (At one point the list contained birth certificates. Luckily that paper is no longer required.) We need to get our 2005 and 2015 AGAM minutes certified. Mary made a list of all the people who attended and voted in the 2005 and 2015 AGAMs. Adriana is gathering the information about them that is needed and then it's back to the notario.

A grid of proposed changes to the constitution was sent to each board member. Sometime soon the board will need to vote on accepting or rejecting or revising those changes.

#### Childrens' programming

Adriana reported that Kathy Pikel found a teacher who has worked with children. The goal is to have a childrens' program up and running starting in 2023.

## **New Business**

### Budget Requests

It was decided that Marirose Lescher would send out notes to the committee chairs to indicate that they will be contacted by Ralph Gault and/or Paulette Velie to assist in obtaining revenue and expense estimates, which will reduce time required by the treasurer. Contacts with the committees will begin in December. Marirose suggested that providing the history from 2019 and 2021 would be helpful to the committees. Also, if the board does not receive a budget request, the committee(s) not providing one will receive no monetary support.

## **Committee Reports**

The Social Committee needs some help for the Christmas celebration. We also need to purchase a new Christmas tree and some lights. A one-time \$8,000 pesos to help with costs of new tree plus other decorations. Jacki suggested a menorah, as well.

Dottie moved that the BOD approve the expenditure of \$8,000 pesos to cover the Christmas decorations. Doug seconded. The motion passed unanimously.

A notice will be sent out to ask for volunteers.

David reported that on January 14, 4:00 - 6:00 pm, the library is celebrating a reopening fiesta. David has two proposals for food and drink. He is recommending that we go with the hotel's proposal. Request to the BOD is \$35,000 pesos to cover costs of food, drink, waitstaff and VAT. A discussion about reservations or sign ups ended with the decision to invite all donors and to ask for reservations. Peter moved that we accept David's proposal from the hotel. Marirose seconded. The motion passed unanimously.

There will be a volunteer recognition celebration in February.

Jacki mentioned that we still need more people on the Outreach Committee.

She also spoke highly of the Writing Through event. Adriana was responsible for getting most of the participants. Jacki is working on having a 3rd session.

Jacki had a last-minute request for an allocation of \$2500 pesos. The Outreach group, originally known as Stitch 'n Bitch, now Crear y Compartir, is looking for a school for donating their work as part of the HatsandScarves Campokids project, as we have done in the past. The allocation of funds will be to pay for a van in case it's needed. David moved; Doug seconded; \$2500 to be available for the group, if needed.

## **Adjournment**

David moved to adjourn; Peter seconded. The meeting was adjourned at 1:40.