



Board of Directors Meeting Minutes – February 11, 2021

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Roll Call

- Board Members: Jacki Gordon, Dottie Bellinger, Ralph Gault, Suzanne Grant, Ron Grant, Lina Negrete, Jose Luis Zarate
- Late: Mark Leyes, John Williams, Abraham Torres
- Staff: Adriana Perez
- Guests: Mary Philips, David Myler, Tanya Lapierre, Phil Schlak
- Quorum: Yes
- Start time: 11:05 am

Approval of Agenda

Motion: to approve. Moved: Dottie, seconded: Jose Luis. **Approved**

Approval of Minutes

Motion: to accept for January 14 Meeting. Moved: Suzanne; seconded: Jose Luis. **Approved.**



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Announcements

Welcome to prospective board members attending today!

President's Report

Facility: Jacki, Adriana and John W. met with the landlady and one of the owners of the new hotel being built. No rent increase now but likely to be revisited in the summer. They also showed them the detailed plans of the hotel. They also want to change the front face of the library so it matches the hotel, landlord wants OLL to pay for it, but we think they should pay for it. To be revisited.

Staff Salaries: The Executive Committee met and decided that salaries of staff will stay the same for now.

OLL Foundation: Doug Harmon will attend a future meeting to clarify the relationship between the OLL and the Foundation.

Motion: To accept President's Report. Moved: Ralph; Seconded: John W. **Approved.**

Treasurer's Report

Ralph went through January's report and noted the income from the Bazaar on Jan 31, which will be included in the February Treasurer's report

Motion: to accept Treasurer's report. Moved: John W., seconded: Dottie . **Approved**

Outstanding Business

2021 Budget

Ralph presented the 2021 budget with previous years' comparisons. The OLL is projected to have a bit more income than in 2020 but still fall far short of previous years' revenue. The OLL has sufficient savings for the rest of 2021, but there will be little or no reserve. By law the OLL should have a six-month, but the government is unlikely to enforce that given the pandemic. Income should begin to rise later in 2021 if the pandemic abates. This budget is attached and will be presented for approval at the AGAM.

Motion: To accept the budget for presentation of the budget at the AGAM. Moved: Suzanne; seconded: Lina. **Approved.**

Update on Plans for AGAM (Annual General Membership Meeting)

David Myler presented their proposal for conducting a hybrid AGAM meeting that he and John Dumser have been planning. John Dumser will underwrite the cost of renting a large screen so everyone can see everyone else, whether in person or on Zoom. The cost of another organization's expenses for the meeting are also being underwritten.

Actions:

(1) **David/John** and the organization handling the technical aspects will conduct a run-through a week before the AGAM. This will also involve additional OLL people.

(2) **David** will check to be sure the OLL's current Zoom account is sufficient for the AGAM meeting.

(3) **Jose Luis** volunteered to check credentials for Zoom people with **Adriana's** help.

(4) **Jacki** will contact two people who could run the Zoom meeting and manage the chat feature.



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(5) **Communications Committee:** Publish the meeting time and how to attend. Include statement that the meeting will actually commence at the time published.

Motion: Approve John D's and David's proposal. Moved: Mark; seconded: Jose Luis.

Approved

Update on Use of the Library

David Myler noted that the appointments have been working smoothly as well as people scheduling pick-ups and drop-offs of materials.

Fundraising

Committee has met twice and set a goal of 1 million pesos. The OLL will kick off the campaign after the AGAM with an email from incoming and outgoing presidents to current and previous members. Board members will be asked to serve as ambassadors to follow up with members who've received a request. Last time all done by personal phone calls. This effort will be a hybrid effort, email and personal contact. Jacki asked for suggestions of a catchy name for publicizing the campaign.

Action: Jose Luis volunteered to create media for the campaign. Jacki noted that we may be able to use Jose Luis's expertise as well as that being used for AGAM to offer a few events remotely. He was invited to attend the next Fundraising Committee meeting.

Bazaar

Report attached. It was a great success. Mary noted how well it was organized and executed. Tanya briefly came into the Board meeting and all thanked her for her outstanding work.

Action: Dottie will send a thank you email to all involved.

Cleaning the Membership Database

Ralph showed that about half of the database has been deleted, those records of older, non-renewing members; report attached. The committee will also develop a process for regular maintenance of the database, including when records should be deleted. He thanked the members of the committee for their work: Dan Walsh, Lina, Dottie, Adriana and her daughter, who helped with the cleaning of the database.

New Business

Slate of Nominees for next Board of Directors

David noted that the nominating committee is the one and only committee of the AGAM and does not report to the Board. This avoids a conflict of interest with the existing Board.

Actions:

(1) The **Nominating Committee** will present the slate at the AGAM and supervise the election.

(2) The **Nominating Committee** will contact candidates about making a short presentation about themselves and their interest in serving on the Board at the AGAM.

(3) **David** will also make sure that John W. knows he will take over chairing the AGAM after the election of new officers.



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OLL Foundation

Doug Harmon could use some help, particularly in bookkeeping. **Jacki** asked for people to notify her if they know someone who would be willing to help Doug.

OLL Intercambio

Ralph mentioned that Doug Long just sent an email that not many people are attending the intercambios on Saturday afternoons. Last week there were 4-5 English speakers but no Spanish speakers. He's thinking of ending it. David and Lina noted that 2 pm is not a good time for Mexicans and suggested moving it to earlier in the day. Jose Luis volunteered to publish it on LPP's Facebook page, which is for Spanish speakers. Phil suggested that it be posted at the OLL; perhaps Adriana could have a poster made up for a new time of day. Suzanne said she would contact Kay, the Chair of the Outreach Committee, about contacting the English tutoring FOFA participants.

Action: **Ralph** will contact Doug about making those changes and that the Board is fully supportive of continuing the intercambio.

Standing Committee Reports

- **Outreach Committee:** No report. Jacki thanked Lina for delivering hats and scarves made by the knitting group. They went to several villages but some are not open to nonresidents. They still have some, but many people were happy to have them.
- **Book Committee:** No report
- **Communications Committee:** Routine communications sent during the past month. Will shortly be posting information about the AGAM and how members can attend/vote.
- **Events:** No report. This committee is inactive due to the pandemic.
- **Social:** No report.
- **Volunteer:** See Update on Use of the Library, above.

Jacki commented that an alert needs to be sent to committee chairs 10 days before Board meetings that they are expected to submit a written report to the Board, so they can be circulated prior to the meeting.

Next Meeting

The next **regular** Board meeting is scheduled for: March 10, 2021, via Zoom, at 11:00 AM.

Adjournment

Motion: Adjourn. Moved: Ralph, seconded: Lina. **Approved.** Meeting adjourned at 12:47 pm

Attachments

1. Budget Report for January and Proposed 2021 Budget
2. Bazaar Report
3. Data Cleanup Report