

## **OLL Board of Directors Meeting**

April 14, 2022

Jacki Gordon called the meeting to order at 11:04

Roll call:

Present: Jose Luis Zarate, John Burch, David Myler, Doug Long, David Shallenberg, Jacki Gordon, Peter McCallion, Marirose Lescher, Mary Phillips

Absent: Lina Nigrete, Phil Schlak

Late: Dottie Bellinger, Abraham Torres Fregosa

Staff: Adriana Maldonado

Guests: Tyler VanHorn, Ian Hawley, Ralph Gault, Bliss Wilson

David Myler moved to approve the agenda. John Burch seconded. The motion passed unanimously.

### **Announcements**

Jacki welcomed two new members, Peter McCallion and David Shallenberger, to the BOD.

Jacki announced that Mark Leyes is no longer a member of the board at this time. There is no need to appoint someone to replace him because we have the required number of board members.

The meeting dates for monthly board meetings will be changed to the 3rd Thursday of each month, with full board approval.

Jacki announced that a meeting of committee chairs will be called to enhance cooperation between committees where responsibilities may overlap. Also actions of one committee may affect the work of another.

### **President's Report**

Jacki brought up the civility issue. We need to treat each other civilly, in person, in emails and on the phone.

Most importantly we need to understand that our staff have jobs to do. They are professional people. They are our partners. If we're asking for assistance it should be in the manner of "do you have time to."

## **Treasurer's Report**

We have \$47,210 in a non-interest bearing account.

The OLL is in very good condition.

Marirose suggested that we could move monies to an interest bearing account.

Jacki mentioned that it would be great if we could use some of the money to spruce up the interior of the library.

Bliss mentioned we will be having a fourth of July event and this could be a source of some extra money. The Educational Events Committee also has ideas for new events.

Peter McCallion moved to accept the treasurer's report. Doug Long seconded. The motion passed unanimously.

## **Old Business**

Façade update

We have raised \$750 US for the gate. We don't know the final cost. The estimated cost was \$5000.

New Façade looks beautiful. Jacki thanked David and Doug for their work toward this.

Members were encouraged to give ideas for other improvements to add to the entrance.

Jacki will talk with the owners about a curbside sign to emphasize that the library is inside. Walking by one would not have an idea that the OLL is there. David Myler mentioned that he and Doug are going to backlight the sign over our door.

Governance committee

We do not have an official committee and we have governance issues. For example, how to run our meetings.

Jacki would like to have a committee to help us walk through the constitution, bylaws, and *donataria*. Marirose pointed out that our constitution goes into minute detail of how meetings should be run. Perhaps our constitution should be our bylaws.

Marirose suggested that she and Isabel, the OLL accountant, go to the notario to get some basic information so they can better understand *donataria* issues.

David moved that the board receive an interim report of the *donataria* by the next meeting of the board. Doug Long seconded. The motion passed unanimously.

Jose suggested that the BOD has expectations which are similar to organizations in the US. It's something very complex and it's difficult to understand within Mexican law and culture. His perspective is that the BOD should learn how an *asociacion civil* works. The OLL can create their own rules that can work for us based on our expectations. It's important to get some training to accomplish the task.

Jackie asked if we've contacted other libraries in Mexico to see if they have run into similar problems. She offered to contact others.

### **New Business**

Board member responsibilities descriptions.

Dottie is working on a new handbook for the board. Ralph Gault wanted clarification on the new membership manual and whether the job descriptions have been updated. In the old binder there were job descriptions.

Dottie will be sending these out in draft form for commentary before they're accepted by the board.

### **Leadership Retreat**

Board members agreed that having a retreat is a good thing.

The board could take time to talk about what's going on at the library, set goals for the coming year and express how we feel about the future.

Both Peter and David mentioned how well past retreats have been received.

David Shallenberger mentioned this would be perfect for him as a new board member.

Mary offered her home as a meeting place. A date will be set to accommodate board members' travel schedules and a moderator chosen.

### **Children's programming**

There's been a writing program at the OLL and the Oaxaca Learning Center with the purpose of building self-confidence. It includes both English and Spanish writing. The children will be reading their work in the OLL program for an audience. The program requested a small budget of 1000 pesos for printing materials and refreshments.

Dottie moved that the board support the funding of 2000 pesos for the presentation. Peter seconded. The motion passed unanimously

### **Board emails and other correspondence**

Dottie mentioned that the technology group is using a new way to communicate with each other. The software is Slack. Our relationship with godaddy is about to expire.

Dottie is working with Adriana to see if we could use Tech Soup. This change is about cost and efficiency.

Peter McCallion asked for an explanation of what groups/individuals need to pay a fee for using space on the terrace. Peter also questioned what we were going to do with the left-over soap that was supposed to go to volunteers? Since Dottie contributed the soap for volunteers she suggested that we as volunteer board members take them if interested.

### **Committee Reports**

Hoofing It and Out & about – need new coordinators They will be working through September so they will be active.

The present coordinators are “retiring.”

Both organizations are important to the financial health of the library and are beloved programs for members.

A suggestion was made to meet with city leaders about what the library offers to the city. Hoofing It and Out & About are important ways to be out in the community.

Peter, Ralph, and Marirose know guides from Oaxaca who we may be able to recruit.

### Technology Committee (website)

Doug introduced Tyler VanHorn who reported on the survey sent through the newsletter rating the website.

1. It seemed to him that the postings on the website are not done by the same person which means that the website isn't as effective as it could be. By organizing the website better we can make it better for both English speakers and Spanish speakers.

Much of the information is not accessible in an understandable way.

2. People are very interested in streaming the events. This creates the potential for the library to make programs more widely available and offset the costs of new technology.

3. Most people are using the website to get to events.

4. Not many currently use the book catalog. We should align the catalog with the website.
5. Tyler is trying to update the website design to make it easier to navigate. He is creating a style sheet and other documents so that someone who comes after him can update the website.
6. Marirose pointed out that the “who we are” section doesn’t support our mission statement. Tyler is going through everything and making changes. It is not yet published. Content changes will go through the communications committee.
7. Tyler agreed that testing the website is a good idea. At the next meeting he will have a testable product.
8. Jacki suggested that if BOD members have questions or comments they should send that information to Tyler or Doug.
9. People love the newsletter. Kudos to Joan Harmon

Nominations Committee – Ian & Ralph attending to observe

Fundraising Committee (submitted in writing)

Book Committee (submitted in writing)

Events Committee (submitted in writing)

Also mentioned during the BOD meeting: Events Committee and Tech Committee will be working on what will improve the flow of the presentations. We may be able to do presentations remotely. They’re in the early stages of planning. Will be meeting in June to start that process.

Outreach Committee – (submitted in writing)

Also mentioned, Outreach needs a new chair and more committee members. Present committee chair is stepping down.

Communications Committee – needs new chair

Marirose reported that the Finance Committee needs more members with finance experience.

Jacki will place notices in the newsletter, on Facebook in the OLL group, and on our website listing current volunteer needs.

Dottie moved to adjourn the meeting. David seconded. The motion passed unanimously

Meeting was adjourned at 12:57