



Annual General Assembly Meeting (AGAM) Meeting Minutes – 6 March , 2021

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Roll Call

- Attending: 47 Members, 23 (Zoom) + 25 (Terrace); and 2 Observers: 2 (Zoom)
- Staff: Oscar Jimenez
- Moderators: Kathy Watts (Zoom), John Dumser (Terrace)
- Speakers: Jacki Gordon, Ralph Gault, Siobhan Grogan, John Williams, David Myler
- Start time: 1:08 pm



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Announcements

Meeting Format and Process

Accept Quorum

Motion: Quorum is present. Moved: John Dumser, seconded: David Myler. **Unanimously Approved**

President’s Report – See Attached Slides for Details of Topics

Who We Are

- **A Lending Library, by design:** 75% materials in English, 25% in Spanish
- **A Community Resource, by demand:** 2395 members (includes family, children, students)
- **An Advocate for Literacy and Community, by desire:** various community outreach activities, partner with community organizations, intercambios, literacy programs

Current COVID-19 Precautions and Modifications

Extensive cleaning and sanitizing, including space modifications and new equipment, events and gatherings curtailed, closed for several months, opened on limited basis in September, opened for browsing appointments in January.

Construction Next Door

Good possibility of eventual mutual benefit with the addition of small café next door as part of the new hotel (14 units).

Valiant Volunteers

Thank you to all volunteers and especially those staffing the OLL during the pandemic.

Highlights of 2020

- Continued support of OaxacaEvents.com
- Continued communication channels with other community organizations
- Maintained staff and collection
- Accommodated construction next door
- Intercambios
- Thanks to Joanie of the eBlast, Alan Goodin of Facebook Friends of the OLL,
- Thanks to the many other committee members and volunteers, too many to name.
- Opened partially September 2020, added browsing by appointment January 2021
- Supported local villages with variety of in-kind donations
- New Book Drop
- Pandemic Archive – many people wrote how they are spending their time; continuing

Committee Reports and Activity:

- Book, Chair: Siobhan Grogan. Maintained the collection, purchased new shelving units, created book lists and tips for the eBlast
- Outreach, Chair: Fay Henderson. Held Expo 2020 with 16 NGOs participating and continued to support them with stories and fundraising appeals in the eBlast, artisan



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tutoring, making hats and scarves for mountain village children, managing material check-out and returns from schools with whom the OLL partners.

- Technology Chair: Ralph Gault. Added sale and renewal of membership in the Online Store, and conducted a thorough membership review and database cleanup.
- Bazaar, Organized by Tanya Lapierre. Held outdoors and by appointment, Net income: \$15,774

Public Profile: OLL Website 2020

Nearly 6,000 users, 54% in Mexico, 32% in the U.S., 5% in Canada, 9% Other
Library in Place has all kinds of information and tools and nearly 360 people made it their landing page.

Things to Come in 2021

- Much to be determined, given the current pandemic
- Leadership retreat; continued Board meetings by Zoom
- Develop online events; need volunteers to plan and assist
- NGO synergies revisited
- Building issues moving forward with new neighboring hotel
- Repaint, redecorate, improve lighting
- Continue to broaden awareness of OLL in the extended Oaxacan community
- Strengthen volunteer and member services
- Continue improving processes and procedures

We are Mostly Volunteers

- Two regular staff: Adriana Perez, Library Manager, & Oscar Jimenez, Circulation Desk Clerk; and one contract cleaning person
- Volunteer Board of Directors
- Committees: the heart of the organization

Treasurer's Report – see attached slides for financial statements

The Year 2020

- Difficult year financially, normal revenue sources no longer available after March due to the pandemic
- Coming out of 2019, good membership growth, program attendance, overall income growth of 3%
 - Increased funding for book collection (46% over 2018)
 - Able to put money into the reserve fund (Mexican gov't requires six months cash reserve)
 - Had hopes for sprucing up the library and attracting more Spanish speakers
- In 2020, once the library closed, operating expenses have been funded by reserve funds (savings). Ended 2020 with \$522,437 in reserves (started 2020 with \$981,240 in reserves)



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2021 Budget Preparation:

- Difficult to create because so many unknowns. Input sought from Board, committees, program leaders and the Library Manager.
- Maintain staff compensation, develop achievable, conservative budget, obtain Board review and support
- Assumptions: visitors will start returning around October; vaccinations mostly completed by August. OLL will be fully open by September and income generating programs resume in November.

2021 Budget

- Revenue: from memberships, donations, interest income, events after October
- Expenses: from events, such as transportation for tours (after they begin), staff compensation, rent, utilities, bank fees, etc.
- Operating expenses average about \$40,000 per month. Mexican government requires at least six months of reserves, which would be \$240,000.
- OLL started 2021 with:
 - Savings \$ 478,050.30
 - Cash \$ 44,386.65
 - Total reserves \$ 522,436.95
- Anticipate a **net loss** of **\$488,700**, leaving around \$33,700 available by the end of 2021, without additional revenue or donations.

Motion: Accept Treasurer’s report. Moved: Ralph Gault, seconded: Tom Holloway.

Unanimously Approved

Nominations Committee Report and Election

Board of Directors Nominations and Election

- Candidates for Board positions from the Nominating Committee:
 - Vice President: John Dumser
 - Secretary: Mary Phillips
 - Treasurer: Marirose Lescher
 - Directors at Large: Douglas Long, Phil Schlak
- Nominated from the floor for Directors at Large: Kathryn Bertelli, John Burch, David Myler. Each has agreed to serve.

Motion: Approve slate of nominees. Moved: Siobhan Grogan, Seconded: Dottie Bellinger. **Unanimously Approved**

Call for Nominations for Nominating Committee, 2020-2021

Motion: Jill Dutenhoffer to serve on Nominating Committee. Moved: David Myler , Seconded: Siobhan Grogan . **Unanimously Approved**

Appreciation Presentation

John Williams presented gifts to Treasurer, Ralph Gault, and President, Jacki Gordon, who are leaving their current positions on the Board



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Outstanding Business

None

New Business

Fundraising Campaign: Ensuring our Future

- Jacki Gordon will chair this campaign.
- Replacing depleted emergency reserve and preparing for other needs and activities
- Volunteers as Ambassadors needed
- More information to come soon
- Goal: \$1,500,000 MXN
- Comment from Bliss Wilson: concern about taxes on donations. Jacki replied that no laws will be violated.

In Memoriam

We will miss: Shelly Altwag, Gloria Asbel, Faith Cory, Tom Dunham, David Gitlitz, Kirsten Telemaque. We are keeping Rick Frieberg, who is still missing, in our thoughts and prayers.

Adjournment

Motion: Adjourn. Moved: Karen Wuebbens, seconded: Peter McCallion . **Unanimously Approved.** Meeting adjourned at 2:20 pm