

Oaxaca Lending Library Board of Directors Meeting

Roll Call: **Staff:** Adriana Pérez Mandonado
 Board Members: Ralph Gault, Jacki Gordon, Del Highfield, Oreen Scott,
 Bill Pumphrey, Siobhan Murphy Grogan, John Dumser, Sally Sell. Absent:
 Tom Lockwood and Faye Henderson de Díaz
 Guests: Dottie Belinger

The meeting began at: 10:30

Acceptance of the Agenda

The agenda was accepted as presented

Announcements

Although the library will be closed December 24 and 25, it will be hosting a Christmas Potluck December 25 at 1pm. Thirty people have already signed up.

Acceptance of the minutes

MOTION: Jacki Gordon moved and Sally Sell seconded that the minutes of November 8, 2018 be approved as presented. 4 abstentions/4 approved - the chair voted to approve

Presentation by Dottie Berringer

Dottie Berringer attended the board meeting to discuss the Oaxaca Events Calendar (oaxacaevents.com)

Siobhan Murphy Grogan stated that one and a half years ago the board approved supporting the Oaxaca Events Calendar and the quality is exceptional.

Dottie distributed to the board members the home page of the calendar. She reported that the site has 3,900 users, both English and Spanish (19% of the users access the Spanish portion) The calendar posts over 6,000 events annually.

MOTION: Siobhan Murphy Grogan motioned and Del Highfield seconded that the OLL Board supports the continuation of oaxacaevents.com and the board

encourages continuing financial support from the OLL Foundation. (8 in favor/ 0 opposed)

Ralph Gault will send a note to Doug Harmon, who is the treasurer of the OLL Foundation.

Presidents Report

John will send a letter to the committees requesting that they outline their achievements for the year, to be part of the AGM. The deadline is the first week in January.

The NGO expo is scheduled for mid-January with 15 NGO's participating, making it bigger than last year.

John thanked the OLL Board for their dedication and hard work

Treasurer's Report

Ralph summarized the Treasurer's report and made corrections to the OLL Foundation information.

Out and About is quite a bit under budget and the committee is working on the issue

A reimbursement of \$4,400 pesos was issued, but it is duly noted there is no process to handle an amount of this size outside of board approval. **Action Plan:** The finance committee is to address this issue and send a recommendation to the board.

Old Business

a) Volunteer Committee Chair

MOTION: Del Highfield made the motion and Bill Pumphrey seconded that the volunteer committee be dissolved as a standing committee of the Oaxaca Lending Library BOD. 7 in favor/1 abstention/no one opposed

Marcia Reddy reported that the committee met and unanimously decided that the work of the committee was better handled by one person. Cathy Peckel has volunteered to be the Volunteer Coordinator. If Cathy needs assistance members of the former Volunteer committee would be happy to help out.

Moving forward an ad hoc committee will meet annually to organize an annual volunteer appreciation event.

b) Quickbooks has been transferred to icloud/internet

c) Stitch and Bitch brochure the name of this group has been changed to Crear y Compartir.

d) AGM preparation - Ralph and John are putting together a Powerpoint presentation

- e) Eblast is promoting Amazon smiles.
- f) EEC report includes explanation on seat selling

New Business

- a) OLL membership renewal

The question has been raised, if a membership is renewed prior to the actual date of renewal, it would seem that the date of renewal for the next year is moved up to the date when payment was made. This means that the membership is short rated. Adriana Pérez Mandonado explained that her staff knows that the renewal date is to be the actual date when renewal needs to occur and not the date payment was received. She suggested that some volunteers may be making this error.

- b) 2019 OLL Budget Reports - all committees have submitted their budgets

Ralph Gault stated that just because something was in the budget that didn't mean it would be spent. Some budget items he brought up were: 9k% staff salary increase, construction of another meeting room, three new computers and new audio visual equipment and a doubling of the book budget

Ralph also mentioned that insurance is an annual expense, due in April. Taxes are determined in the algorithm and will be clarified with our accountant, a rent increase is expected in April, income tax has been underestimated in the past.

There was a general thank you expressed to the Finance Committee

OLL Committee Reports

- a) Book Committee - It was noted that books were rearranged and the volunteers on the circulation desk were not informed
- b) Communications Committee - forming well as a committee
- c) Community Outreach Committee - Teaching artisans English will be happening. Hats and scarves were delivered to teenagers in outlying community
- d) Technology Committee - Therese Beck has volunteered to be a member (possibly chair)

Adjournment

MOTION: Oreen Scott made that motion and Bill Pumphrey seconded that the meeting be adjourned 7 in favor/1 abstention/0 opposed

The meeting adjourned at 12:15