

**Oaxaca Lending Library
Board of Directors Meeting
May 10, 2018**

Roll Call: **Staff:** Adriana Pérez Maldonado
 Board Members: Tom Lockwood, Oreen Scott, Ralph Gault, Jacki Gordon, Fay Henderson de Diaz, Bill Pumphrey, Marcia Reddy, Sally Sell
Board Members Absent: John Dumser, Siobhan Murphy, Del Highfield
 Guests: Tanya Lapierre, Clementina Alegrett

The meeting began at 10:35.

Marcia Reddy introduced Clementina to the board. Quite possibly she will be our new Volunteer co-ordinator. Clementina stated that she is extremely committed to literacy and is very impressed with what the OLL is doing and is excited about the opportunity of working with the library. However, she has just accepted a paid position and will need to balance her work load. She will know more about what her new job entails and will have more information soon.

Approval of Agenda:

MOTION: Sally Sell moved and Bill Pumphrey seconded that the agenda be approved (All were in favor)

Announcements - There were no announcements

Acceptance of Board Minutes

Oreen Scott corrected the minutes as follows:

- Ralph Gault was in attendance
- Del Highfield asked her to make the following correction to the minutes, found in the Treasurer's Report, the second bullet revised to read as follows: Del Highfield mentioned concerns regarding the fact that cash transactions, including petty cash, are not recorded in the financial report as presented at the AGM. Ralph explained the way cash transactions are handled by the OLL is the accepted practice in Mexico and he is following the advice of our accountant. Del's concerns were alleviated.

Tom Lockwood stated that he did not believe he made the suggestion attributed to him under the Technology Committee Research findings and suggested that point 2 be deleted from the minutes.

Ralph Gault mentioned a keyboarding error: under Acceptance of Board Minutes Ralph Gault made note, not Ralph Gault made not

MOTION: Jacki Gordon moved and Marcia Reddy seconded that the minutes from the April 12, 2008 Board meeting be accepted as corrected.

President's Report - Tom Lockwood

- Elaine Russell needs help preparing and executing the Bazaar slated for June 3
- There are leaks in the salon. Tom Holloway and John Dumser procured an estimate on what it would cost to repair the leaks. The cost is \$4,500 pesos. The money will come from moneys left over from the building campaign. There is \$50,000 pesos left in the building campaign.
- Board members who have not already done so need to tour the book processing area.
- Committees should review the action plan put together at the board workshop and should address how they are working on the items in their monthly report.
- The OLL has received a very generous gift of \$3,364. John has sent a nicely worded thank you.
- Tom announced that John will be away for two weeks and that he would soon be leaving as well, planning to return at the beginning of June. Left on the executive are Oreen Scott and Ralph Gault.

Treasurer's Report - Ralph Gault

- Prior to the Board meeting Ralph sent out a detailed report, with a summary page. He was willing to entertain questions. There were no questions.
- Ralph proposed that financial data included in the financial report reflect the financial position of the library two months prior to the Board Meeting, and he will continue to produce narrative highlighting a current financial position. That is, at the June Board Meeting, the financials for April will be presented along with May highlights. There were no objections

Old Business

Technology Committee Research Findings - Tanya Lapierre

- Tanya had sent a written report to the board. It was decided to hold a separate meeting after the Board meeting to discuss the report. Interested parties would attend the meeting and report back to the Board at the June Board meeting.
- However, at the board meeting, two salient points were brought up. The store is at the moment closed because there is nothing to sell, but on the web site it is "Closed for Maintenance." How long should it be closed with "Closed for Maintenance" as the reason?
- The other point was, how can we connect to the community as a whole? Faye said that she would send a link to the store to Lasalle, as a way of reaching audiences beyond library members and those who are current visitors to the OLL web page.

Michelle Verduzco's Spring Fling Report - A written report was sent to the Board

Book Committee Increased Funds - Included in the Treasurer's written report.

New Business - No new business

OLL Committee Reports

Book Committee - No Report

Communications Committee - Bill Pumphrey

Bill Pumphrey prepared a document titled *2018 OLL Communications Plan* and sent a copy to all board members via email.

MOTION: Oreen Scott moved and Sally Sell seconded: That the Communication Plan proposal be sent to the Communications Committee for input and discussion and that the committee bring to the board its recommendations. (all in favor)

- Ralph Gault and Marcia Reddy asked that they be added to the Communications committee

Community Outreach Committee - Fay Henderson

Fay offered to help Jacki put together a Spanish brochure for Bitch and Stitch. The brochure would then be distributed to knit and handcraft stores throughout Oaxaca to increase knowledge of this new event at OLL.

The committee is working to get more Lasalle student members into the library. This is also true of Oaxaca Learning Center.

On May 24 LaSalle and OLL are sponsoring a free talk at 5pm. The event is titled Globos de Cantolla. The young people who make the balloons are from Navareno Etna Oaxaca and will be giving a power point slide talk about their work. This should be a good event in Spanish since there will be many visuals and so even people with a low level of Spanish can enjoy it. There is a Globos festival in July in Nazareno Etna and the idea of the OLL sponsoring a trip to the festival as a follow-up might be a good idea.

The OLL in conjunction with WELTE Institute will hold an event regarding Oaxacan Zapotec culture and language. The one evening event is free, but will be followed up by a two or three week course in basic Zapotec, The last class will be a trip to Teotitlan to meet with artisans in the community and try out speaking a bit of Zapotec. There will be a charge for the course to pay the teacher, Zeferino Mendoza, a member of the Welte staff..Spanish knowlege will be necessary for those who sign up for the Zapotec language course but not for the initial lecture.

In July Wlete Institute will offer a lecture on the Wood Carvers of Mihuatlan, Oaxaca. An Academic who has studied the artisans and the impact of their work on the economy of the community will give the presentation along with 2 or 3 of the carvers who will come to OLL to participate in the event.

Events Committee - No report

Finance Committee - Ralph Gault

Ralph Gault mentioned that Library World, which costs about \$540 U.S. dollars annually and Adobe and Mail Chip, which costs approximately \$150/month are paid by the OLL Foundation. What happens when the fund balance of about \$4,000 U.S. dollars is depleted? He said he would speak to Doug Harmon regarding this matter.

Volunteer Committee - No Written Report - Marcia Reddy

- Marcia mentioned that during this time, when so many volunteers are away, twenty spots needed to be filled. She had managed to fill eighteen. The Board expressed its appreciation for her hard work.
- She stated she had two position to fill for Barista. The dates are May 30 and June 6. Oreen volunteered to work both dates.

Adjournment

MOTION: Bill Pumphrey moved and Ralph Gault seconded that the meeting be adjourned. (all in favor)

The meeting adjourned at 12:02

Next Board meeting to be held Thursday, June 14, 2018 at 10:30am in the OLL on the upper level