OAXACA LENDING LIBRARY

Board of Directors Meeting Minutes

October 12, 2017

|  |  |
| --- | --- |
| Agenda Item  ROLL CALL:  Present: Siobhan Grogan, President; John Dumser Miranda, Vice President; John Burch, Secretary; Ralph Gault, Treasurer Marcia Reddy, Director: Adriana Perez Maldonado, Library Manager; Michelle Verduzco, Director, Judy Burrell, Director, Sally Sell, Director, Fay Henderson de Diaz, Director  Guests: Elaine Russell, Braden Dilger  There being a quorum, the meeting was called to order at 10:30.am. John Dumser Miranda moved that the minutes of the September 14, 2017, meeting be accepted. Sally seconded the motion. Approval was unanimous.  **Announcements** Elaine Russell has agreed to be a Co-Chair of the Bazaar scheduled for December 10. She solicited the cooperation of the Board in finding another person as the other Co-Chair, and for volunteers to prepare items for sale. All the clothing was donated after the earthquake of September 7, so there is plenty of room for donations, as well. The base price of everything will be $30.00 pesos, and up, depending on the value of the items Jacque Sheinberg, Bliss Wilson, and Sally will take of food to be sold. For security purposes, Carlos will being up donated items to the bodega daily. The Board expressed its gratitude to  elaine for her hard work.   1. **President’s Report**  Siobhan said that she had conducted tours of the OLL for visiting students from the educational institutions with which the OLL has letters of understanding. She would like to see a staff of greeters, as the season for out of town visitors is here. The Introduction to Oaxaca series on Monday mornings is filling up. Sally mentioned that she had spent some time with volunteers who process the books, and was impressed by all the effort it required. Siobhan added that there would be a memorial service for Janet Stanley at the request of Alan Gunderson. Judy volunteered to assist in that service. She also mentioned that Liz Renn is in South Dakota caring for a very sick friend. Finally, she said that Bill Watts, Suzanne Grant and Bill Pumphrey are now the Nominating Committee. 2. **Treasurer’s Report** Ralph reported that a new category of income has been created to account for PayPal payments received through the on-line store. Some money will remain in the PayPal account to cover possible refunds. Libros Para Pueblos has paid its rent from July through December, 2017, which helped cash flow. He mentioned that the budget process, time for which is now here, should be initiated by the Committees which require one, and that requests should be sent to him by mid-November. The final version will be approved by the Board in its January, 2018, meeting. He pointed out that the Out and About events generated income, as did the Events Committee, but the others don’t. He has the background of the 2017 budget as a starting point. John Burch said he thought he had a template which Del Highfield had developed for the use of Committies in formulating their budget requests, and promised to find it for Ralph. 3. **Committee Reports** For the **Community Outreach Committee**, Fay reported that she has four groups she intends to approach in the near future, focusing on foreign language departments, and including two NGO’s,. January 145, 2018, is the date fixed for the Outreach Fair. She hopes Jeannie Kes might take the lead in putting it together. John Dumser Miranda is working with coordinators from LaSalle to explore joint events.   **Development Committee**  Judy Burrell said that she had no report at the moment. She did ask in she could act as liason between the historic organ preservation group and the OLL. It was agreed that she could.  For the **Events Committee**, John Dumser Miranda said the group would meet next week. They are still confirming the events for November and December, and that January and February, 2018, are filling up. Due to capacity constraints, it was agreed that participants for free events had to be signed up in advance to avoid having to turn people away. For  **Out and About,** Michelle reported that the on-line sign up process is working very well. Beginning on December 17, they will have 12 day tours, of which three will be over night, and three lectures. The Board gave Michelle a round of applause for her accomplishments.  The **Finance Committee** is part of the **Treasurer’s Report**.  For the **Technology Committee**, Siobhan reported that Mimi Haberfeld has resigned.  For the **Volunteer Committee**, Marcia reported that the Volunteer Appreciation party had hosted 20 people and that the food was very good. Although she agreed another Co-Chair for the December Bazaar is needed, the bodega has been cleaned out and is well organized. In addition to the donation of clothing, some older electronic devices have been sent to be recycled. Daily, new donations of items is occurring. Kathy Pikel is no longer the Volunteer Coordinator; she has gone to a teaching job in Tanzania. The new coordinator is Angelica Torres. She asked that Welcome to Oaxaca volunteers help recruit new volunteers. There will be volunteer training for these people. Siobhan reported that Dottie Bellinger is the gate-keeper for the [www.oaxacaevents.com](http://www.oaxacaevents.com) web site. Judy mentioned that the Development Committee could solicit paid advertising. Costs for the Thanksgiving feast are $285.00 to $300.00 pesos for the food, and $64.00 pesos, including IVA, for the event center. Judy made a motion to charge $400.00 pesos per person to attend the event. John Dumser Miranda seconded the motion. Approval was unanimous. The event will be held from 2:00pm, November 23, 2017, at the Los Nogales events center   1. **Old Business**  The increase to $2000.00 pesos per month in rent for Libros Para Pueblos was then discussed; for want of a quorum at the September meeting, the matter was postponed to this month. Sally made a motion to make the increase to $2000.00 pesos per month, beginning January 1, 2018. Marcia seconded the motion. The discussion that followed achieved consensus that it was fair, inasmuch as their space had doubled, and was much more usable. Approval of the increase was unanimous. 2. **New Business** The first item of business was the matter of proxy voting. The group generally agreed that if members are not attending a meeting, they would not have access to all the information surrounding a potential vote. Ralph moved that proxies are not to be accepted for any vote during a Board meeting. John Dumser Miranda seconded the motion. With one abstention, the vote to accept the motion was otherwise unanimous. Siobhan said that a member had requested that hammocks be placed on the roof terraces. The discussion concerning the request agreed that liability issues mitigated against such an addition. Sally moved that no hammocks be allowed on the roof terraces; Ralph seconded the motion. Acceptance was unanimous. Siobhan then said that an employee had requested a loan against salary. The discussion that followed eventually agreed that Board President should make the determination as to whether or not to grant such a request on a case-by-case basis. John Dumser Miranda agreed to write guidelines for the purpose by the November meeting. 3. **Adjournment** There being no further discussion, Judy moved that the meeting be adjourned; Michelle seconded the motion. By acclaim, the meeting was adjourned at 12:30p.   Respectfully submitted,  John M. Burch, Secretary | Action Needed/Person  Committees, mid-November  Board, January, 2018  John Dumser Miranda, November 9,2017  Board, October 12, 2017  Board, October 12, 2017 |