LAMBDA ARCHIVES OF SAN DIEGO BOARD OF DIRECTORS
GENERAL MEETING - DRAFT MEETING MINUTES
January 31, 2019, 6:30PM

1. **Call to Order:** Introduction of Guests, Statement of Pronouns 6:34 PM
   - Meeting Opens
   ○ Board: NV, LL, MM, MV, JS, NB (Phone), GG (arrived 7:30 PM)
   ○ Staff: WM, KS
   ○ Absent: AC, JR

2. **Reading of the Mission Statement:** *The mission of Lambda Archives of San Diego is to collect, preserve, and teach the history of LGBTQ+ people in the San Diego, Imperial Counties, and Northern Baja California region.*

3. **Approval of Agenda**

4. **Approval of the Minutes from Annual Meeting:**
   - December 20, 2018 Minutes
     ■ MM Motions for Approval,
     ■ LL Seconds Motions
     ■ Carries with 5-0-0; Minutes Approved

5. **Check-In:** Members of the Board will share any thoughts, questions, etc. before any business is conducted.
   ○ GG - Good opportunity to do an event that ties LGBTQ and Chicano, and south San Diego
     ■ NV - Connect with WM
     ■ JS - focus on Pride for this event

6. **Reports:**
   a) **Manager Report**
      - WM - shares his Managers Report
      - Who is willing to help with Pride this year?
        ■ LL - willing to help
        ■ Rich’s is willing to print items
        ■ Bill Lawrence wants us to join their contingent; will provide posters
      - MM - we can get an inside track with a swag manufacturer
      - JS - NV has a list of swag for members; NV and WM will locate
      - JS - happy that you found materials for the Lady's Room
        ■ WM - Working on getting items from the SRO
   b) **Archivist Report**
      - **Action Item:** Book collection; KS uncertain about having the book collection discoverable:
■ NV - Do I hear I motion on contingent upon Ken and SDSU are onboard?
  ● MM motions, LL seconds
  ● Carries 5-0-0; Ken and SDSU will explore options for making the book collection discoverable
b. KS - Update the website to upload searchable PDF; L - we already have a bunch of pride collections we can upload as well
c. K - Gabriella and Dana would be good interns as we update the inventory
  ■ NB - As long as we link it to the grant and run it by SD Pride/Sarafina; ideally needs to be two undergrads and one grad. Can be consecutive or simultaneous
c) Bookkeeper

7. **Old Business:**
   a) Match Campaign
   b) IT Issues - WM is working with landlord to address various issues.

8. **New Business:**
   a) LASD Gala: June 1, 2019 at the SDHC
      a. Moving to Fall 2019 - Board and staff agree
      b. NV will look into CLC
   b) Approval of proposed 2019 budget
      a. Budget - Match campaign; budget is as expected
      iii. LL moves to approve budget
      ii. MM seconds
   iii. Carries 5-0-0; budget approved
   c) SDSU MOU
      a. NV - thoughts?
      i. JS - We need that clarified in the language in the MOU
      ii. LL - Will include and specific areas of concern in MOU
      iii. JS - Needs language clarifying termination by mutual consent
      iv. JS - Only additional language is how mutual consent works; just clarifying who owns what; once it is amended I would recommend approval.
   d) Internal Audit
      a. MM will lead process; thanks team for cooperation
   e) Possible new board member: Char Booth

9. **Executive Session:** Closed session items for discussion and potential action by the Board.

10. **Closing Thoughts**

11. **Adjournment:** Next General Meeting TBD; meeting adjourned at 7:37, Wednesday March 6 6:30pm