



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
 - a. WM - shares his Managers Report
 - b. 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
 - c. MM - we can get an inside track with a swag manufacturer
 - d. JS - NV has a list of swag for members; NV and WM will locate
 - e. JS - happy that you found materials for the Lady's Room
 - WM - Working on getting items from the SRO
 - b) Archivist Report
 - a. **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
 - i. 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