



Open Library Foundation Board Meeting Minutes

April 11, 2022 Virtual, 9:00 am – 12:00 pm EST

Present: Agnese Galeffi, Nancy Kirkpatrick, Chris Keene, Liu Wei (Keven), Paula Sullenger, Christopher Spalding, Scott Anderson, Beth German, Stephanie Buck

Regrets: Tom Cramer, Sam Brooks

Welcome

Tom Cramer, President, was unable to attend the meeting. Christopher welcomed the Board to the meeting, and led the Board through the agenda.

Regular business updates

- January 14, 2022 meeting minutes - *Approved unanimously*
- Treasurer's report
 - Audited 2021 Financials are complete and will be distributed to the Board
 - OLF Federal Tax return (990) has been filed (manually) for FY 2021.
 - The IRS has not yet recognized our change of tax year from 1/1 - 12/31 to match our 7/1 - 6/30 FY, which results in the manual filing
 - Change of accountants is underway
 - Bill.com - New firm has billing mechanism in hand
 - Quick Books Online - Establishing a new chart of accounts and recategorization of expenses in 2021-2022 into the actual "business entities" (OLF, FOLIO, VuFIND) is next. "Raw" QBO files between 2017 and 3/25/2022 have been archived.
 - A few bills being held, pending reestablishment of process, but nothing in arrears. Most handled via credit card and then bank payment.
 - OLF Accounts
 - OLF Board & officer travel fund established, segmented from other accounts at PNC.
 - OLF cash to complete this FY and deep into next FY.
 - Only significant concern is FOLIO project AWS monthly expenses - which are in the process of being addressed.

- Statements forthcoming when accounts have been realigned
 - WOLFcon sponsorship invoices have been sent
- Membership update
 - Lafayette College is the only institutional member thus far. The Board was asked to do another round of outreach and to continue their institutional membership drive efforts.
 - VuFind is officially a full project of the Foundation

WOLFcon 2022 update

- The budget was reviewed and we are on track to meet expenses and perhaps come out ahead
- Registration should open in the next week
- Sponsorship levels were reviewed and discussed. The Board has been asked to help spread the word regarding sponsorships.
- Session planning is underway. The hall is completely booked, but there is still room in small and medium sized meeting rooms.
- VuFind has proposed merging their VuFind Summit with WOLFcon. This makes sense from a community standpoint, though details still need to be worked out.
- The Foundation will have a Board meeting on August 30, the day before WOLFcon kicks off. Stephanie will work with the local WOLFcon planning team to find accommodations for the meeting.
- WOLFcon Asia and the opening of Shanghai Public Library have been postponed due to COVID-19 outbreaks.
- WOLFcon 2023 planning should begin soon
 - Current needs include finding a host and new WOLFcon Committee Coordinator

Strategic Planning

- Elizabeth German's term as Senior Program Officer is coming to an end at the end of the 2022 calendar year.
- The Executive Committee will work to determine communications around recruitment for the role.

Meeting adjourned 10:40 am

Respectfully submitted,

Stephanie Buck
Assistant Secretary