MiALA Board Meeting Minutes
November 20, 2018 at 2:00pm

Attendance: Paul Gallagher, Beth Martin, Clayton Hayes, Gina Bolger, Heather Ladiski, Tina Ulrich, Mary Kickham-Samy, Jen Fiero, Helen Look, Caryn Noel, Rebecca Renirie

Absent: Jessica Sender

Call to Order: The meeting was called to order at 2:01pm.

Board Business Meeting:

1. Approval of agenda - Noel made a motion to approve the agenda and Ulrich seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Fiero made a motion to approve the agenda and Martin seconded. The motion carried.
   a. Approval of October 16, 2018 board meeting minutes
   b. Committee reports
      i. Advocacy - 1) Committee will do Information gathering from OER IG and perhaps general membership about what information or resources are needed for advocacy, 2) Future newsletter article with a synopsis of the pre-conference meeting from the recent Michigan OER Summit, 3) Discussion of where to link to advocacy resources on the MiALA website will need guidance from Heather, 4) Drafting a MiALA conference proposal for a panel presentation about showing a library's values, and 5) Will request the Board to endorse a letter of support of the "$1 per capita" effort by the the Chief Officers of State Library Agencies (COSLA) and regional state library groups to increase the Grants to States portion of the LSTA funding through IMLS. Funding has remained essentially flat for more than 20 years. The committee will ask the MiALA Board to endorse the forthcoming draft resolution of support. See FAQ for details.
      ii. Communications and Marketing -
      iii. Executive -
      iv. Membership - Currently discussing what they'd like to put together as far as a formal charge goes. They also feel that the drop-off in membership renewals we see has always been followed by renewals before the conference, and may constitute enough of a pattern that we don't need to be too concerned with it every time it happens.
      v. Nominating
      vi. Conference -
      vii. Section Reports
      viii. Administrative
      ix. Collection -

<ol type="x" start="10">
User Experience -

   c. Partner Reports

<ol type="i">
[MCLS](#) -

   d. Treasurer's Report - We have received a draft of our financial review for the FY ending June 30, 2018, and more information will be shared once we have the final version. We received $180 from registrations for the MiALA/MAA coordinated event. We've also added the MMDP fund as a line item on the budget, though there hasn't been anything to actually to do with it yet aside from enter the initial amount received for MMDP from the Library of Michigan.

   e. Policies and Procedures Manual -

   f. Interest Group Coordinating Council -

Old Business

1. Any follow-up questions or discussion on reports? - No questions or discussion
2. Bylaw changes update - Ladiski reported that the bylaws changes passed successfully. Amendment 2 was approved by 97% of the votes and the rest of the amendments passed with 100% of the votes. The bylaws will be changed on the website and a news article will be put online. Sender and Ladiski will work with the sections during this transition time.

New Business

1. Charges for Membership and Communications Committees
   a. Advocacy - They have a current updated charge now.
   b. Membership - They are currently working on developing their charge. Hayes will report back to the board in a future meeting. Some ideas are to put together a membership survey and decide how to engage with the retiree members.
   c. Communication - Kickham-Samy is working with the committee to write down their charge for the year.
2. [Annual conference theme and post-conference proposal](#) - The theme has already been updated to "Our Value: Communicating, Promoting, Visualizing." Gallagher made a motion to accept the conference theme and Hayes seconded. The motion carried. Board members should contact Martin or Ladiski with ideas or input for breakout sessions. A call for proposals will be sent out soon.
3. [MMDP MoU](#) - MMDP will join with MiALA as an interest group with only the leaders required to be members. The money they brought in will pay for their meeting expenses and will remain as a separate line item in the MiALA budget. Gallagher put forth a motion to accept the MoU and Ulrich seconded. The motion carried.
4. IG funding requests
5. [MiALA UX Section Board Positions](#) - Brenna Wade and Cole Hudson have been nominated for UX section board and will then move into the new IGCC. Gallagher made a motion to accept the positions as stated and Hayes seconded. The motion carried.
6. Financial Review - Hayes has received the draft of the financial review and will receive the final version soon. In order to educate and inform the board members about the

financial aspects of the organization, Hayes will present a financial report at the next meeting.

7. Face-to-face meeting - The board members agreed to meet in person at the MCLS offices on February 19. In case of inclement weather, there will be a Zoom option offered for those who cannot attend in person.

8. IG meeting/event updates ([See proposal](#)) - Gallagher made a motion to approve the Community College IG event request for up to $500 to subsidize expenses over revenue as long as they set their registration rate at $10 members, $40 for non-members. Ulrich seconded and the motion carried. If they need more of a subsidy, then they can request additional funding as needed.

9. Great Lakes Science Boot Camp Sponsorship Request - The Great Lakes Science Boot Camp has asked for financial support again this year. Gallagher made a motion to give $500 to the event and will follow-up with them to determine what opportunities exist to market MiALA at the event. Renirie seconded and the motion carried.

Gallagher made motion to adjourn and Hayes seconded. The motion carried.
The meeting was adjourned at 2:53pm.

Issue Bin / Future Agenda Items
1. Report from OER summit in September
2. STEM IG

Upcoming Important Dates:
● December 6, 2018 from 2:00pm to 3:00pm - Using Online Learning Tools to Broaden Instructional Reach in STEM Library Instruction - Online IG event
● December 7, 2018 - Cataloging/Metadata IG pop-up conference on batch-editing tools at MCLS in Lansing
● December 13, 2018 - Membership Committee meeting
● December 15, 2018 - Deadline to submit news for January newsletter

Next Board Meetings:
The third Tuesday of every month at 2:00pm.
● December 18, 2018
● January 15, 2019
● February 19, 2019
● March 19, 2019
● April 16, 2019
● May 21, 2019
● June 18, 2019

Next Executive Board Meetings:
The first Tuesday of every month at 2:00pm.
- December 4, 2018
- January 8, 2019 (second Tuesday)
- February 5, 2019
- March 5, 2019
- April 2, 2019
- May 7, 2019
- June 4, 2019

Proposed Annual Conference theme:

Visualizing our Value: How does your library represent value? The focus could be on many stat gathering initiatives and representation ideas that show your library's programs and services contributing to your value portfolio. Programs might include data driven decisions, using analytics, and visualization techniques. Sessions could also include what resources you use for collecting data.

Mi-ALA 2019 Post-Conference Proposal:

(From Conference Committee Chair, Ashley Blinstrub: We also have a proposed post-conference workshop (proposal below). We have had no one come forward to volunteer to plan anything just for support staff. However, in their proposal email, Grace Morris, mentioned wanting to address that charge. "I want to address the charge from the admins to create post-conference programming for support staff. The event we're proposing would be open to all, of course, but we could add in some time for support staff/non-librarian voices only. As a support staff person myself, I'd love to see programming during the entire conference that supports, educates, and uplifts those voices as well. We're a very diverse group with just as diverse professional development needs.")

Title: Breaking Michigan Academic Library Silos for Social Justice
Abstract: Through informal dialogue and presentations, this one-day #CritLib workshop and skillshare will examine how Michigan's academic library community is currently meeting the needs of Michigan's vulnerable communities and how the greater library community can work together to stand up for social justice.
NOTE: This abstract wordage borrows heavily from Breaking Library Silos for Social Justice event that was held in Austin, Texas. We will be using their published guidebook to organize and plan this event – however focusing mainly on academic libraries for our group versus all libraries and archives for the Austin event.

Logistics: We'd invite a panel of diverse library persons (we have thoughts on who we'd like to invite and hopefully pay) to briefly go over their work then we'd facilitate a panel discussion – with audience input as well. The second part of this event would involve each panelist siting at their own table while the audience members are able to move and discuss topics with each person (thus breaking down silos).

MiALA UX Section Board Positions

Brenna Wade (Hillsdale College), our Secretary, has offered to step up and take on this role this year. Brenna was on the Board last year so she has the experience and will make an excellent Chair-Elect.

Cole Hudson (Wayne State) has agreed to move from member-at-large to Secretary. And Jennifer Dean (University of Detroit- Mercy) has agreed to join our Section Board as member-at-large.

Section/Interest group submitting proposal: Community College Interest Group

Title of the event

Take charge: Communicate value and foster success at your library through ACRL Standards assessment

Description of event

The MiALA Community College Interest Group and the Assessment Interest Group are co-sponsoring a one day mini pop-up conference that will focus on using the ACRL Standards for Libraries in Higher Education for assessment. The aim is to help guide academic libraries on demonstrating their value and showing their impact to campus constituents. Participants will utilize the ACRL Standards for Libraries in Higher Education to identify institutional priorities and campus collaborators, begin to design an impact model, and learn how to use the results of the ACRL Standards to communicate your library's impact.

This is a day long event starting at 9 a.m. and ending approximately at 3:30 p.m. The program will include a live Webinar with Andrea Falcone from the University of Colorado Denver providing an overview of the ACRL Standards for Libraries in Higher Education, followed by panel / facilitated discussions by other librarians.

Attend a lively program and take away ideas for getting started or staying on track with promoting your library's value and success.

Event date

March 29, 2019

Event location

Northwestern Michigan College, Traverse City, MI

Audience

This mini pop-up is intended for all librarians and administrators: Academic, Community College, 4yr University and others. Attendees are not expected to have any prior knowledge of using the ACRL Standards for Libraries in Higher Education.

Expected attendance

40-45

Intended methods of advertising

Listservs: MiALA marketing, Mich-Lib listserv, and CJCLS (national community and junior college listserv).

Anticipated incurred costs of event (expenses to consider: Speaker expenses, Honoraria, printing/copying, supplies, facility rental, refreshments/meals, equipment rental, network charges, refunds, other):

Speaker cost:

Andrea Falcone, Associate Director for Education & Public Services at the University of Colorado Denver and ACRL Standards for Libraries in Higher Education -- 1 hour introduction live webinar ($300)

Use of GoToMeeting software for live webinar— Free access from Washtenaw Community College

Facilities Cost (NMC site): Free. NMC confirmed that they will not charge for the use of the room.

Food Cost:

Coffee/tea/water: $2.35 per person

Lunch and afternoon granola bar: $14.65 per person

Hotel accommodations for out of town guests

Many hotel and motel options are available nearby, here is a sample of options:

Cambria Hotel, $120, https://www.choicehotels.com/michigan/traverse-city/cambria-hotels/mi325?source=gyxt

Bayshore Resort, $80, https://www.bayshore-resort.com/

Park Place Hotel, $130, (downtown), https://park-place-hotel.com/

Printing/Copying/Supplies:

$50

Proposed registration fee for MiALA members

As low as we can go. $10.00

Proposed registration fee for non-members

$15.00

Subsidy amount requested (enter 0 if not applicable)

We are asking the MiALA Board for complete funding.

Other information to be considered with proposal

The Community College Interest Group (CC IG) in partnership with the Assessment Interest Group is planning a mini pop-up conference for community college librarians about implementing the ACRL Standards for Libraries in Higher Education. Our focus is to bring together Michigan community college, and other academic, librarians to start a conversation about the value of the library to our college. As part of the program, we have reached out to the Assessment Interest Group for volunteers that have an interest in working with us.

The mini pop-up will include a live webinar from Andrea Falcone, ACRL speaker, as well as panel discussions from librarians who have implemented parts of the Standards. This is a low key program and open to any academic librarian.

The CC IG plans on sending out a call for presentations to the MiALA and Mich-Lib Listservs as well as the CJCLS Listserv for librarians who have implemented parts of the ACRL Standards

for Libraries in Higher Education. We are looking for librarians to share their experience with using the Standards and how it has impacted the value of the library to their constituents.

We are planning on requesting copies of the ACRL Standards for Libraries in Higher Education booklets from ACRL for the program.

Program Planning Committee

Mary Beeker, Northwestern Michigan College

Stephanie Davis, North Central Michigan College, Librarian, sdavis2@ncmich.edu

Sandy McCarthy, Washtenaw Community College

Volunteer from MiALA Assessment Interest Group:

Hui Hua Chua, Collections & User Support Librarian, MSU chua@lib.msu.edu