

MiALA Board Meeting Agenda

March 24, 2023 at 3:00pm

Attendance: Carin Graves, Katrina Rouan, Darlene Johnson-Bignotti, Veronica Bielat, Denise Leyton, Kalyn Huson, Aaron Kilgore, Kate Langan, Lori Debie, Mary O'Kelly, Andrew Lundeen (ex-officio), Krysta Vincent

Absent: Jeremy Barney

Call to Order: The meeting was called to order at 3:03

Board Business Meeting:

1. Approval of agenda - Bielat made a motion to approve the agenda and Johnson-Bignotti seconded. The motion passed.
2. Approval of Consent Agenda (agenda items within 2) - Lundeen made a motion to approve the consent agenda and Johnson-Bignotti seconded. The motion passed.
 - a. Approval of [previous board meeting minutes](#)
 - b. Committee reports
 - i. Advocacy -
 - ii. Communications and Marketing - No report from committee (Jeremy).
 - iii. Executive -
 - iv. Membership - Continued outreach to staff on listening tour. Meeting again in April.
 - v. Nominating - Committee met March 6 to finalize language for announcement of open positions and reviewed nomination forms.

Committee Updates:

1. We are [editing the application form](#) to make it more accessible to newer-to-the-career people to draw more interest in self-nominations.
2. We are updating the position descriptions to include more details about functional expectations.
3. Positions open this election cycle: : VP the three reps, 2 IGCC reps, and secretary
- vi. Conference - It's beginning to look a lot like a conference! Registration is open and BoF/Dine-Around plans are being finalized. See question from committee in New Business (Darlene).
- vii. IDEA - Over 50 people have signed up for the March 30th anti-racism event. IDEA has updated their Resources List. Also, working on a report re last year's membership survey.
- viii. Awards ad-hoc - No report (Darlene)
- c. Partner Reports
 - i. MCLS -
- d. Treasurer's Report - Budget proposal in!

- e. Policies and Procedures Manual -
- f. Interest Group Coordinating Council -
- g. Ad-hoc Bylaws Committee-
 - i. Darlene met with members of IDEA. Suggestions: consider adding references or links to Policies and Procedures manual for clarity; place Bylaws more prominently on MiALA's website. See draft of language to present to the membership at the end of agenda (Darlene).

Old Business

1. Budget Discussion and Approval

Leyton - We have a week before we need to approve the budget.

O'Kelly - There is an error in how Row 81 is added.

Leyton - I will correct that.

O'Kelly - Are we prepared for the increased labor/time needed to support an increase in programming?

Graves - The work is spread out over various MiALA Committees, the IGCC, etc. Most events are member-run with support from Kalyn. We need to set some strategic goals as guidance for these things moving forward.

Johnson-Bignotti - This is about having the pool of money available.

Graves - What is important to me is that these groups have a number to work with; not what that number actually is.

Lundeen - I'm in favor of more transparency for program planning.

Bielat - I think we need to recognize the IGs are the stakeholders and should be engaged in strategic planning. And board liaisons and the IGCC can be involved in assisting with assessment planning.

Graves - We can approve the budget via email, but we need a number.

Vincent - I would like to see the budget sheet cleaned up before it is approved.

O'Kelly - We have to pay close attention to Kalyn and her time. I propose an agenda item for our next meeting to vote to initiate a strategic planning process.

Graves - Denise will clean up the budget and we will vote via email.

2. Approve Bylaws Language to be sent to membership

Johnson-Bignotti reported on changes to the bylaws amendments and provided a format to present to the membership with proposed changes. Johnson-Bignotti noted she met with IDEA and responded to their recommendations.

Langan made a motion to approve the bylaw amendments for a membership vote. DeBie seconded the motion. The Board passed the motion.

3. Continue Discussion of participation in MLA Awards Ceremony for ALOTY

Postponed to next meeting.

4. [Proposed MiALA Code of Conduct](#) drafted by IDEA. For reference, the current CoC is [here](#) and directed toward the conference only. IDEA would like feedback from the Board on the content and potential next steps.

Johnson-Bignotti reviewed.

Langan noted that one person had a very negative response to it and asked that it be tabled to the next meeting. It may be an executive committee meeting.

Graves there may not be time to schedule an executive committee before our meeting.

Johnson-Bignotti stated the comments may be found in the conference feedback.

New Business

1. ~~[Michigan Library Advocacy Day Events/Partnership Request](#)~~

- a. Handled via email
2. Discount for Conference Volunteers?

Johnson-Bignotti - A few people on the conference committee asked if we provided a discount for volunteers at the conference.

Langan suggested this is where we should give money. It was also noted this might be a “gift in kind” issue.

Bielat noted we could provide students only a scholarship for conference fees if they volunteer, but was not in favor of discounting volunteer members.

Huson noted there is a discount for conference planning committee members.

Johnson-Bignotti noted sponsors at a certain level get 2 free registrations.

Huson is going to check with MCLS lawyer about any legal ramifications and how it might be interpreted as a gift in kind.

3. Nominations Committee

Committee is requesting from the Board:

1. Address any proposed changes to the bylaws in the March meeting, to be approved at the April Meeting.
2. Help with recruitment by making connections with membership and encouraging self-nominations.
3. Host a virtual meet and greet on April 21, 2023, ideally members of the MiALA Exec Committee, but all board members welcome.
4. Nominating committee would like to request and host a table at the MiALA annual conference in May to answer any questions about volunteering.
5. Ask each board member to submit a “why I want to serve on the board” sound byte for marketing purposes: 2-3 sentences about why you decided or what you find meaningful. Send to kathleen.langan@wmich.edu by April 1.
6. Would the board be amenable to opening up the April meeting for interested candidates to observe?
7. Would the board be interested in having student board liaisons? [See brief description.](#)
8. Next nominating committee meeting is April 6. Please refer to the [Nominating Committee Timeline](#) for more information.

- ~~9. The position descriptions in the bylaws mention that the Board is to meet at least once in person yearly in the [position descriptions](#). Should this language be removed? If so can the board approve this so the nominating committee can include language on the ballot?~~

Graves made a motion to have the April Board Meeting open for anyone interested in a future position on the Board. Kilgore moved to support. Johnson-Bignotti seconded.

Graves made a motion to adjourn the meeting. O'Kelly supported the motion. Langan seconded. The meeting was adjourned at 4:27pm.

Issue Bin / Future Agenda Items

1. Update on MCLS account transition
2. Revitalize the advocacy committee charge for the 23-24 membership year
3. Committee Call for Volunteers revamp reminder

Upcoming Important Dates:

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Next Board Meetings:

First Thursdays at 1:00pm

- April 6th at 1pm
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Proposals To Amend Bylaws

Presented to the membership of the Michigan Academic Library Association

(date)

Proposal #: FY24-01

Article/Section: Entire document

Proposed By: Ad-Hoc Bylaws Review Committee; IDEA Committee

Current Language:

Refers to “he/she” and “oversees” throughout document.

Proposed Change:

Replace “she/he” with “they”. Replace “oversees” with “manages”.

Comments and Recommendations:

This relatively easy change to language throughout the Bylaws acknowledges and is inclusive of nonbinary genders among our membership, and also replaces a word with problematic origins.

Other areas of impact in MiALA (if known/applicable):

None.

Board of Directors Recommendation:

Proposal #: FY24-02

Article/Section: Article V- Committees

Proposed By: Ad-Hoc Bylaws Review Committee

Current Language:

None; this is a new item.

Proposed Change:

The Awards Committee will manage all current and future association awards.

Comments and Recommendations:

The Awards Committee has been appointed by the Board President as an ad-hoc committee for the past three years and is tasked with the selection and coordination of the Academic Librarian of the Year award. This action would establish a standing committee and confirm their charge, allowing for the development and promotion of additional awards and honors, as well as outlining the membership of the committee.

Other areas of impact in MiALA (if known/applicable):

If approved this would necessitate additions to the MiALA website and Policy and Procedures Manual, and also a line item in the Budget.

Board of Directors Recommendation: