

## **MiALA Board Meeting Minutes November 19, 2021 at 2:00pm**

**Attendance:** Kate Langan, Carin Graves, Cynthia Simpson, Clayton Hayes, Emilia Marcyk, Mary O'Kelly, Darlene Johnson-Bignotti, Krysta Vincent, Brenna Wade, Jeremy Barney, Denise Leyton, Kalyn Huson, Sheila Garcia Mazari (guest), Scott Garrison (guest)

**Absent:** Rachel Minkin

### **Board Business Meeting:**

1. Approval of agenda - Graves motions, Johnson-Bignotti seconds. Motion carries
2. Approval of Consent Agenda (agenda items within 2) - Johnson-Bignotti motions, O'Kelly seconds. Motion carries
  - a. Approval of the 21-10-22 Board Minutes
3. Committee reports
  - a. Advocacy - (Emilia)
  - b. Communications and Marketing - (Jeremy) No report provided by committee chair.
  - c. Executive - (Kate) Would like the board to consider a new charge all committee with reviewing necessary policies and procedures docs by May to review for accuracy as well as inclusivity in language and practice.
  - d. Membership - (Rachel) Membership had first meet up today with IDEA. There is/ was a survey for after to collect a little data about future programming, etc.
  - e. Nominating - (Cynthia)
  - f. Conference - (Carin)
  - g. IDEA - (Clayton) Request for funds in support of activities this year, see below.
  - h. Ad-hoc Awards Committee - (Darlene) We have no report at this time.
4. Partner Reports
  - a. MCLS - (Kalyn)
5. Treasurer's Report - (Rachel) Kalyn and I worked on MSUFCU paperwork to get her onto the checking/ savings accounts and also went through several tons of emails, sorting wheat from chaff.
6. Policies and Procedures Manual -
7. Interest Group Coordinating Council - (Denise) Jessica and I are meeting with Kalyn after Thanksgiving. After the update on how funding requests are described in the policy handbook, it now feels unclear what the IGCC's role is there so we will be talking about that and in the coming months, proposing some changes to the funding request form and the meeting FAQ page.

### **Old Business**

(N/A)

## New Business

1. IDEA request for funds in support of activities this year, see below, building momentum from last year.

Wade proposes evaluating each portion of the proposal separately.

- a. Funded memberships

Strong interest in membership from students.

Wade suggests possibly removing barrier of charging for student memberships altogether. Barney agrees. Hayes notes that student memberships are \$20, and that in his past experience as treasurer indicates MiALA doesn't make much off of student memberships.

Leyton suggests free conference attendance for students. Johnson-Bignotti suggests a free/reduced membership rate for new professionals. Langan asks about conference costs altogether.

Garcia Mazari indicates that folks often don't apply for scholarships because they feel they don't need it as much as someone else might.

O'Kelly points out that this discussion point has led to a broader discussion of fee structure. But this is a broader discussion and requires examining fiscal health of organization.

Langan asks how students would apply, what the outcome or possible outputs might be.

Garcia Mazari answers that they were trying to make application as low-barrier as possible, adapting questions from ACRL. 8 people applied and qualified (for 10 awards) last year so no difficult choices had to be made. An evaluation would be great, especially if this was for the conference. Intention was/is to provide funding with fewest strings attached.

Hayes notes that we've offered conference scholarships in the past, and Wade points out that we often have had difficulty getting enough applicants for those.

Marcyk recalls a program she was involved in which just had an optional debrief attached to conference scholarship.

Hayes motions to approve the proposal as written, Johnson-Bignotti seconds. Motion carries.

- b. Workshops

Building off of interest expressed during IG meetings last year. Would like to bring in someone with broader/deeper expertise in education. Plan would be to have this session during the annual conference. Possibly as a post-conference activity.

Marcyk asks if there would be an attendance fee to members.

Garcia Mazari says this was discussed with the Conference Planning Committee and that a fee could be levied if need be.

Hayes mentions that free sessions often have issues with attendance; more people register than end up attending. But ideally this should be a free event.

Graves notes that some sort of incentive could be provided.

Johnson-Bignotti says we could say that the event is "included in conference attendance".

Langan asks if the speaker would have a cap on number of attendees and room capacity.

Garcia Mazari says the estimate of \$500 per session was for 30-50 people. She isn't as able to estimate room capacities. We could charge \$5-10 and MiALA would cover whatever isn't recouped.

Langan notes we'd want to avoid agreeing to that until we know how much the speaker would cost.

Hayes suggests holding the session during the conference instead of as a post- or pre-conference activity. Johnson-Bignotti agrees.

Graves notes the conference is Tuesday/Wednesday, with a reception on Monday night. Not sure what the plan is for Wednesday, how late the conference would have the space booked.

Marcyk brings up that the second day being Wednesday might solve this issue. This could be billed as a part of the conference on Wednesday.

If we were to do this NOT part of the conference, Garrison suggests the Hannah center.

Garcia Mazari expresses concerns over moving it away from the conference as that would require attendees to travel.

Langan is looking at the venue agreement we've signed with the venue to establish the schedule.

Leyton notes that we should have time after the conference ends, probably lunch, would give about 4 hours to hold the session.

Hayes voices his approval of approving the request and trusting the IDEA and conference planning committees.

Johnson-Bignotti motions to approve the proposal as written, Hayes seconds.

O'Kelly suggests we amend that this is not tied to the conference necessarily.

Hayes motions to approve with this amendment. Johnson-Bignotti seconds.

Motion carries.

c. Review of bylaws/MiALA structure

Currently existing review from IDEA committee of bylaws through that lens.

Seems like the bylaws need to be updated anyway. Seemed logical to bring in an outside reviewer to do/contribute to this work.

- i. Would like the board to consider a new charge all committees with reviewing necessary policies and procedures docs by May to review for accuracy as well as inclusivity in language and practice.

Garcia Mazari notes that the intention to start with the bylaws was because it was the logical place to start. Perhaps instead, with the intention of reviewing the bylaws more broadly, the IDEA committee could start with other work. Looking at the web presence, mission statement, etc. Garcia Mazari also points out that the mission statement is less than explicit about MiALA's support of IDEA efforts, it requires a click through to the ACRL values.

O'Kelly is fully in support of a task force to review all of the different artifacts that MiALA has. We should table anything involving an outside reviewer until we have a better idea what we need to focus on.

Garcia Mazari expresses reservations about asking for free/volunteer labor in charging a volunteer task force with this idea.

Leyton highlights the benefits of having an outside reviewer. Barney is also in favor of having an outside reviewer.

Langan feels we are not at a good place as an organization, especially with the workload on Huson, and we don't want to overwhelm her with duties. Langan proposes that we wait until the summer until moving forward with any external reviewers. She suggests we approve and set a specific start date for after the conference.

Wade expresses that we should table this idea and come back to it once we have a better idea of where things are going.

Hayes suggests we table the motion but have someone from the IDEA committee be involved in the planning process.

Langan would really like to commit to this at this time.

Hayes asks Garcia Mazari and Leyton how they feel about the different options or ideas that have been presented.

Leyton is in favor of approving to get the ball rolling and getting the organization committed. The IDEA committee is already committed to the "pre-work".

Garcia Mazari notes that the IDEA committee can only get some of the work done. They are happy to support the larger effort in some way.

Graves would like to wait until we have a better idea of costs. Wade agrees.

Garcia Mazari notes that the scope of what's needed is larger than what the IDEA committee realized. Leyton agrees, pointing out that the procedures manual, etc. haven't been touched in four years.

O'Kelly suggests the following:

"The Board formally recognizes and supports the IDEA Committee's project to initiate an internal review of MiALA web, policy, and other documents through an anti-racist lens in order to improve the inclusivity and equity of the organization."

O'Kelly motions to approve the above. Wade seconds.

Hayes recognizes a suggestion from Garrison to amend the above with "during 2022."

O'Kelly motions to approve with the amendment, Wade seconds. Motion carries.

Motion to adjourn: Johnson-Bignotti motions, Graves seconds. Motion carries.

### **Issue Bin / Future Agenda Items**

- Membership fee structure

### **Next Board Meetings:**

Fourth Fridays at 2:00pm

- December 17, 2021 (3rd Friday)
- January 28, 2022
- February 25, 2022

**Next Executive Board Meetings:**

Second Fridays at 2:00pm

- December 8, 2021 (9am, Wednesday)
  - January 14, 2022
  - February 11, 2022
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## IDEA Committee request for funding

The MiALA IDEA Committee has several initiatives they would like to undertake this year and build upon from last year in the pursuit of building an increasingly equitable and accessible association. In order to fund our pursuits, we have created a formal proposal for the board, as well as a spreadsheet detailing where and how we expect the money to be spent. I have attached the proposal and budget here. Both Denise and I are open to meeting with the board to answer any questions they may have.

A note on who we hope to work with for these initiatives. In terms of the MiALA post-conference IDEA training, we're hoping to work with [Thomas Dickens](#), DEI Program Manager at the University of Michigan. For work regarding reviewing MiALA structures through an IDEA and anti-racist lens, we have reached out to [Jehan Consulting](#) for a quote and based our budget request on the quote we were provided.

We look forward to hearing from the board! Complete details are in the documents below:

IDEA Committee Request for Funding.pdf

IDEA Proposed Budget 2021-2022.pdf