

MiALA Board Meeting Minutes
February 25, 2022 at 2:00pm

Attendance: Kate Langan, Carin Graves, Clayton Hayes, Rachel Minkin, Emilia Marcyk, Darlene Johnson-Bignotti, Krysta Vincent, Brenna Wade, Jeremy Barney, Denise Leyton, Kalyn Huson, Jessica Hronchek (guest)

Absent: Cynthia Simpson, Mary O'Kelly

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

Board Business Meeting:

1. Approval of agenda - Wade made a motion to approve the agenda and Johnson-Bignotti seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Johnson-Bignotti made a motion to approve the consent agenda and Vincent seconded. The motion carried.
 - a. Approval of [22-01-28 Board Minutes](#)
 - a. Committee reports
 - i. Advocacy (Emilia) - Nothing to report, per committee chair
 - ii. Communications and Marketing (Jeremy) - No report provided by committee chair.
 - iii. Executive (Kate) - March 1 is Virtual Michigan Libraries Advocacy Day
 - iv. Membership (Rachel) - No updates since last meeting
 - v. Nominating -
 - vi. Conference -
 - vii. IDEA (Clayton) - No updates
 - viii. Awards Ad-Hoc (Darlene) - No report
 - b. Partner Reports
 - i. MCLS (Kate) - Nothing new to add other than the MIALA/MCLS agreement
 - c. Treasurer's Report - Argh, there be money saved by ye virtual conference (Rachel)
 - d. Policies and Procedures Manual -
 - e. Interest Group Coordinating Council -

Old Business

1. MCLS/MiALA agreement - Kate Langan
Document for comment:
[MiALA/MCLS Agreement for Services Draft](#)
Langan - Reminder that this is an evaluation of the document and not of Huson's performance or duties. Is 20 hrs/wk a realistic amount of time?

Johnson-Bignotti suggests hearing what Huson thinks of this agreement. We know Heather Ladiski did a lot above and beyond what's listed in the doc, but does Huson feel 20 hrs/wk is reasonable?

Huson - For regular tasks, 20 hrs/wk is definitely sufficient. Concern is regarding conference, as that will require some additional learning and it's not necessarily clear what will be required.

Langan - This is a 3-yr agreement that has not changed since MiALA was first organized. The organization has definitely changed, though.

Vincent - We have a lot more structure in MiALA now and can handle a lot of required activities internally. One particular item in the description is Marketing Services, which might not be something we need Huson to provide assistance.

Leyton - Currently, Huson is the only one who can do certain things and I think we need to evaluate why and if that should continue. Highlighted IGCC management items because those are things that we might not necessarily need her to do anymore. Website updates could be a once-in-a-while thing and prompted by the IGCC and not Huson.

Wade - Having someone like Huson as a point of continuity is very helpful for an organization like MiALA that frequently has changeover in leadership.

Hronchek - The shared knowledge over time thing is important for the conference as well! We need to know where that information lives so we can pass it on year-to-year.

Regarding conference duties, some items are very clear and detailed. Language around logistics is less clear. What piece of the logistics relies on Huson and which relies on the conference planning committee? Cleaning up language would be helpful.

Not written that Huson would be expected to attend the conference and that should be formalized. Especially as we (maybe) transition to hybrid in the future.

Langan - What does not need to be changed? That might be a good way to look at the agreement. Regarding the conference, can we rewrite the language to hopefully adapt to future situations where we need to be flexible? For example, the leadership retreat.

Also, how do we edit this as a group?

Hayes - The issue with putting continuity too much on Huson is that we run into what happened when Heather Ladiski left and should be part of the planning process.

Langan - Who on the board feels this needs to be edited before being signed? (All voting members raise their hand).

Graves - A step we could take is to resolve existing comments on the document.

Wade - Should we form a subcommittee to look this over?

Langan - A small subset of the board would be good. Can send out an email after this meeting seeking volunteers for a small ad-hoc committee to look this over.

Barney - Is there a necessity that we get this looked at by some sort of legal professional?

Langan - Not sure, will consult with past president Paul Gallagher who last signed the MCLS agreement.¹

New Business

1. Conference registration fees - Carin Graves

Graves - Thanks to Hronchek for her work.

Finally signed with Whova for ~\$3,500, committed \$1500 for keynote and have \$1400 in sponsors. What should the registration fees be?

Minkin suggested \$60 as Whova is more "professional" than self-run Zoom.

Marcyk-Taylor - Are we going to do scholarships this time around? That is important to this discussion

Hronchek - Hasn't been much of a discussion yet. It'll be cheaper for a virtual scholarship though. Clarifies that it will be a multi-day conference.

Leyton - What about \$50, plus \$60 if someone is interested in attending a post-conference IDEA workshop? Or something along those lines. Clarifies that the board has paid for the workshop organizer but additional money would signify commitment to attend. Assumes it will likely be a smaller pool, around 25 people perhaps. IDEA committee is in the process of finalizing workshop details.

Graves - Feels that the conference fee of \$60 should be a decision by the board.

Johnson-Bignotti moves to, Graves seconds, and motion passes.

2. Conference 2023 Dates - Carin Graves

Graves - Hayworth Center has 11th-12th, 18th-19th, 25th-26th available. We should finalize this now since we're already beholden to the conference center.

Hronchek - Clarifies that Center has refunded room fees but not other costs. This is a slightly odd situation since usually a location is proposed by the potential chair.

Hronchek will not be available to chair the planning committee for next year. Decision is not necessary right now.

Hronchek - Notes that keynote speaker is Mays Imad

Motion to adjourn: Johnson-Bignotti motions to adjourn, Wade seconds. The motion passes.

Issue Bin / Future Agenda Items

- Membership fee structure

Next Board Meetings:

Fourth Fridays at 2:00pm

- March 25, 2022
- April 22, 2022

¹ Gallagher's response: "We didn't have anyone review the agreement other than the board, if memory serves it was more of a MoU and we just updated from the previous, so didn't see need at that time. The attorney MiALA (and MCLS) used in the past is Lindsay Dangl in Lansing. I don't remember costs, Scott [Garrison] would know this – but was likely a few hundred bucks an hour for a document review. She did the bylaws work, does most of the work for MCLS, etc."

- May 27, 2022

Next Executive Board Meetings:

Second Fridays at 2:00pm

- March 11, 2022
 - April 8, 2022
 - May 13, 2022
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