

MiALA Board Meeting Minutes

September 1, 2022 at 1:00pm

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

Absent:

Call to Order: The meeting was called to order at 1:02pm.

Board Business Meeting:

1. Approval of agenda - Johnson-Bignotti made a motion to approve the agenda and Barney seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Johnson-Bignotti made a motion to approve the consent agenda and O'Kelly seconded. The motion carried.
 - a. Approval of [08/05/22 Meeting Minutes](#)
 - b. Committee reports
 - i. Advocacy (Aaron) - Membership and Chair are still uncertain.
 - ii. Communications and Marketing (Jeremy) - No report from committee. First meeting scheduled for September 8. This year's committee members are: Jon Jeffrys, David Scott, Rebecca Tull, Heidi Keppen Palmer, and Billie Dantzler.
 - iii. Executive - No report.
 - iv. Membership - No report.
 - v. Nominating (Kate) - I will be reaching out to those interested in volunteering on the nominations committee this month.
 - vi. Conference - No report.
 - vii. IDEA - No report.
 - viii. Awards ad-hoc (Kate) - Jeremy Barnes has been chosen as 2022 MiALA ALOTY recipient. He received two nominations. Kate notified him Aug 30 via email.
 - c. Partner Reports
 - i. MCLS - No report.
 - d. Treasurer's Report - No report.
 - e. Policies and Procedures Manual - No report.
 - f. Interest Group Coordinating Council (Andrew) - First IGCC meeting September 6

Old Business

1. Recap of Leadership Retreat ([Retreat slides](#))
Graves - lots of good ideas were shared via Padlet
[Board & Committees Padlet](#)

[IGCC & IGs Padlet](#)

2. Committee Liaisons
 - a. Report chair if known [here](#)
 - b. Need for new members? [See spreadsheet](#). Let chairs know of interest for their committees.
 - c. Identify an IDEA committee liaison - Katrina volunteered
 - d. Conference Committee updates
 - i. Jen Holman will co-chair
 - ii. Darlene will recruit for the committee
 1. Reach out to interest form volunteers
 2. Reach out to last year's committee
 3. Co-chair (Jen) sends welcome email
 4. Additional co-chair will be identified from committee members and does not need to be from Hope
 - iii. Conference dates - May 17th-18th, 2023
 - iv. Plan for in-person because of commitment to Haworth Center
3. Formalize awards committee (discussions left off in [October 2021](#))

Graves - President can form committees but membership would need to vote on bylaws change to add language re the committee charge

Langan - Purpose was to address the fact that the committee will be taking on a second award. Perhaps we vote on this at next spring's membership meeting?

Leyton - IDEA committee has recommendations for bylaw changes that may be voted on as well at that time

New Business

1. ALI has expressed interest in employing MCLS in a similar capacity as we do

Grave - Scott Garrison was included in email and we will leave it up to MCLS to response and share

Langan - I shared with the ALI President the types of work that this position completes without going into specifics of the contract

Issue Bin / Future Agenda Items

1. Begin discussion of budget priorities/deficits and questions

Langan - MCLS is thinking of selling their building. We should review our agreement to see what operating costs we are supporting.

Huson - A space will still be needed for files. Mail will still be handled. Postage will still be used.

Graves - We would lose access to meeting space.

Langan - This is our agreement with MCLS: Building & Office Services

 - Provide mailing address to the association.
 - Provide convenient pick-up location for mail and parcel deliveries.
 - Provide phone number and voice mail system.

- Provide toll-free conference call number for association business.
- Provide web conferencing software license for association business
- Provide meeting rooms, when available, at no charge for association business. Refreshments for meeting participants, other than coffee and tea, will be the responsibility of MiALA.
- Provide access to photocopier and fax machine when needed by Board members or designees.

O'Kelly - MCLS has not committed to anything yet. It could be 18-24 months before a sale and move take place.

Rouan - How has not having an in-person conference hurt us the last few years?

Graves - Should we revisit our Institutional membership fees?

Johnson-Bignotti - Should we have a threshold for rainy day funds? (Darlene)

O'Kelly - (questions submitted via Zoom chat)

- Do we have an option to move the money into an interest-bearing account?
- What is a good target for annual carryover (zero? equivalent to one year of expenses? other?)?
- What is our savings account goal?
- What policies and procedures should we have in place to determine why and how we spend money from carryover and from savings?
- Do we need a balanced-budget policy?
- What budget model are we following?

2. GrantsWritingUSA reached out about a program in Dearborn asking us to publicize it. Board agreed not to publicize this for-profit event.

O'Kelly moved to adjourn and Johnson-Bignotti seconded. Meeting adjourned at 2:01pm.

Upcoming Important Dates:

- N/A

Next Board Meetings:

First Thursdays at 1pm

- October 6th
- November 3rd

Next Executive Board Meetings:

TBD