

**MiALA Board Meeting Notes**  
**December 1, 2022 at 1:00pm**

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

**Absent:** Kate Langan, Krysta Vincent

**Call to Order:** The meetings 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. 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. The motion carried.
  - a. Approval of [22-11-03 board meeting minutes](#)
  - b. Committee reports
    - i. Advocacy - still no voiced interest beyond the member who had been on the committee last year, despite several news blasts and requests for volunteers; committee might be effectively defunct at this point
    - ii. Communications and Marketing - No report provided. (Jeremy)
    - iii. Executive - No report.
    - iv. Membership - No report.
    - v. Nominating - No report.
    - vi. Conference - 1) Ten possible keynote speakers were recommended; ranking and narrowing to top three choices. 2) Reaching out to previous year and potential conference sponsors. 3) Discussion of rates. 4) Website update is in process. 5) Call for proposals should go out any day now. 6) Next meeting is December 8. (Darlene)
    - vii. IDEA - Submitted funding requests. Questions about Code of Conduct. See New Business.
    - viii. Awards ad-hoc - No report (Darlene)
  - c. Partner Reports
    - i. MCLS - No report.
  - d. Treasurer’s Report - No report.
  - e. Policies and Procedures Manual - See Issue bin
  - f. Interest Group Coordinating Council - No report.

**Old Business**

1. Continuation of budget discussion  
Graves - Discussion of what we do when IG funding requests come in that are large.

Johnson-Bignotti - If we aren't at a deficit, we should embrace our mission to fund educational opportunities for our members.

Lundeen - This would be a good problem to have. If we can combine increasing the IGCC budget with putting large funding requests on the radar of the Board, that would be good.

Leyton - Deficit bookkeeping issue should be resolved soon. Future plans to change budget spreadsheet to include more specifics and detail.

## 2. Final Draft of Bylaws Review Ad-Hoc Committee Charge (See below)

Johnson-Bignotti - Reminded the Board that we could find no evidence of a previous Bylaws Review Committee.

O'Kelly - Does this charge indicate a directive to incorporate the changes recommended by the IDEA Committee?

Graves - Yes.

Johnson-Bignotti - There will also be an open comment session.

Bielat made a motion to approve the Bylaws Review Ad-Hoc Committee and O'Kelly seconded the motion. The motion carried.

Johnson-Bignotti - I nominate Mary O'Kelly as the additional board member for the committee.

Grave - I will send an email for volunteers.

## **New Business**

### 1. [IDEA request for funding March 2023 event and standing budget starting FY23-24](#)

Leyton - There is a budget line for \$1500 for Committee initiatives.

Graves - Let's ask the IDEA Committee to complete the IG Funding Request Form. It will give us more information.

Rouan - We should note that this form is specifically for IGs and should clarify procedures to Committees in the future.

Graves - After we have the request, we can vote via email. There is strong support for the event.

### 2. [MiALA's Code of Conduct](#)

- a. Should this be updated so it is not annual conference specific?
- b. Should this be more easily located on our website?
- c. Should this be simplified?

Graves - We should have more general Code of Conduct. This seems like something that falls under the IDEA Committee's purview.

Barney - This Code of Conduct was developed as part of the IDEA Task Force (before it was a Committee). It would be good to revisit.

Rouan - I will follow up with IDEA.

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

### 1. Outstanding unresolved comments on the [Policies and Procedures Manual](#)

Graves - Three unresolved comments. (1) MiALA News policies (2) Annual Conference Location Proposals (3) Student attendance to conference - who counts for grant opportunities? Will send email as a final call for comments on these three sections.

### 2. January discussion of the future of the ALOTY award

Graves - Concern is that we are beholden to MLA for this. Should this be something that happens at the MiALA conference?

3. Proposed changes to the timeline of the call for committee volunteers

Barney - These calls were staggered to possibly give those who lost elections the opportunity for leadership positions on Committees.

Kilgore - This would have been really helpful for Advocacy Committee transitions since our calls for volunteers have had no responses.

Barney - The Nominations and Elections Committee should be aware of changes because they would send the Committee volunteer email in the past.

Graves - Open to discussion about who could run the Committee volunteer form if Nominations Committee is not comfortable with this level of work. Will do more homework on what this would look like and will email the Board the details for feedback and additional discussion.

4. Ownership of MiALA bank accounts transfer from MSU to MCLS - For next meeting.

Johnson-Bignotti made a motion to adjourn and Bielat seconded. The meeting adjourned at 2:02pm.

**Upcoming Important Dates:**

- Conference Call for proposals tbd

**Next Board Meetings:**

First Thursdays at 1pm

- January 5th at 1pm

## **Charge for Ad Hoc Bylaws Review Committee**

The Ad Hoc Bylaws Review Committee will review the MiALA Bylaws and create a draft of bylaws changes to be reviewed by the membership. For the 2022-2023 membership year, the committee will focus on two tasks:

1. Integrate proposed changes from [the MiALA IDEA Committee](#)
2. Formalize the Awards committee (currently an ad hoc committee)

The 2022-2023 bylaws review will take place from **December 2022 to March 2023**. The committee will be given time to ask clarifying questions or get comments from the board at the February Board meeting. At the **March Board** meeting, the committee will provide proposed bylaw language showing changes and updates. If approved by the Board, the proposed bylaws changes will be made available to the membership on the website and via email two weeks before the membership meeting at the annual conference. Voting will open after the conference.

The Ad Hoc Bylaws Review Committee Membership will consist of three people. The make up of the committee will be

- Current Vice President
- One other current Board member
- One general member

The committee will be ad hoc as work/need to meet will be inconsistent. Membership will not be standing and terms will be the standard membership year.