

MiALA Board Meeting Minutes
February 5, 2020 at 2:00pm

Attending: Beth Martin, Clayton Hayes, Gina Bolger, Elaine Meyer, Heather Ladiski, Helen Look, Brenna Wade, Bethany Kennedy, Jen Fiero, David Malone, Paul Gallagher

Absent: Caryn Noel, Cynthia Simpson

Call to Order: The meeting was called to order at 2:04pm.

Board Business Meeting:

1. Approval of agenda - Gallagher made a motion to approve the agenda and Malone seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Gallagher made a motion to approve the consent agenda and Malone seconded. The motion carried.
 - a. Approval of [January 8, 2020](#) board meeting minutes
 - b. Committee reports
 - i. Advocacy (Bethany) - (Beth) Advocacy committee statement about SB 611 (amending the Library Privacy Act).
 1. "the Advocacy Committee is in support of preserving vital components of the Library Privacy Act and that this most recent iteration of the bill is working towards this. We look forward to supporting the Senator's office as they move forward with this new version."
 - ii. Communications and Marketing (Jen)-
 - iii. Executive (Beth) -
 - iv. Membership (Clayton) - What would we need in order to handle membership on a monthly basis? Or can we make other changes so that we aren't forcing members to potentially re-up 2-3 months after joining? - Clayton will be starting this discussion with the committee.
 - v. Nominating (Paul) - Forming committee now, planning to kick off in mid-Feb.
 - vi. Conference (Cynthia) - [January's agenda and progress \(see below\)](#)
 - vii. Inclusion, Diversity, Equity, & Accessibility (Helen) - The taskforce is incorporating the feedback from the Board. Began discussion about how to encourage participation from library staff of Native American colleges.
 - c. Partner Reports
 - i. MCLS (Heather)-

- ii. MHSLA (Helen) - Planning for the joint pop-up conference is moving along. Adult Learners: Tailoring Library Services taking place on Monday, July 27 from 8:00am - 3:00pm at MSU!
 - iii. ALAO (Cynthia)- no report, no communication this month
 - iv. MAME (Cynthia)- no report, no response from MAME
 - v. MLA (Beth/Cynthia)- CS no report
 - vi. MMDP (Clayton) - nothing to report
 - vii. MAA (David) - no report (openness to collaborate)
 - viii. Collaborative Partners (Rachel)
- d. Treasurer's Report - Currently very stable, recently received first bit of conference sponsorship funds. Operational balance is just under \$56,000, conference balance just over \$31,500, and savings acct. holding steady at around \$55,000. Financial review/attorney fees on the horizon. Prep for the FY21 budget is under way, and we ask IGs to let us know if they anticipate running any program that will require support so we can include that in the planning process.
- e. Policies and Procedures Manual -
- f. Interest Group Coordinating Council - Meeting held 1/9/2020
- i. Technical Services IG dissolved
 - ii. Discussion of upcoming events and the annual conference
 - iii. Heather shared the event calendar, and we will be sure to forward meetings and events to her to be added to it.

Old Business

1. Any follow-up questions or discussion on reports? No
2. Collaborative Training Partner liaison change - Ladiski reported that Rachel Minkin has been serving as the liaison and would like to pass this responsibility on to a current board member. Martin agreed to take this role so that it will be part of the president's duties in the future.
3. 2020 Annual Conference technology proposal - Ladiski is researching technology equipment options for MiALA to buy. Gallagher will connect her with some people at WMU who have recently purchased similar equipment. Once Ladiski is able to develop an itemized list, then the board will vote to approve the purchase.

New Business

1. 2020/2021 budget requests - [see past ideas below](#) - Any budget requests for next year are due by the March board meeting. Wade will pass this information on to the IGCC at their February meeting. Requests should be forwarded to Hayes and Ladiski.

Hayes made a motion to adjourn and Fiero seconded. The motion carried. The meeting was adjourned at 2:26pm.

Issue Bin / Future Agenda Items

- ACRL chapter allocation
- Library privacy amendment

Next Board Meetings:

The first Wednesday of every month at 2:00pm.

- March 4, 2020
- April 1, 2020
- May 6, 2020
- June 3, 2020

Next Executive Board Meetings:

The Wednesday 2 weeks prior to the next full board meeting at 2:00pm.

- February 19, 2020
 - March 18, 2020
 - April 22, 2020
 - May 20, 2020
 - June 17, 2020
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Conference Committee Meeting

January 2020

- Scholarship grant opportunity message out (**Elizabeth** to draft message, share via communications team)
- ~~Update website with scholarship grant information and application link (hml)~~
- ~~Determine scholarship review team~~
- ~~Determine registration pricing (board)~~
- ~~Post registration pricing on webpage (hml)~~
- ~~Notify breakout session presenters (**deadline to contact is January 11, 2020**) (Jessica)~~
- ~~[Determine time slots and room assignments for breakout sessions](#) (Jessica)~~
- ~~Update webpage with breakout session information (hml)~~
- ~~Dinearounds - investigate locations, determine locations, share locations with committee (Mari)~~
- ~~post dinearound info on website (hml)~~
- ~~Send call for posters form draft to committee for review (hml)~~
- ~~Call for posters open announcement (**send around January 3, 2020**)~~
- ~~Update webpage with call for posters information (hml)~~
- ~~Complete review of breakout session proposals (**Jessica and team**)~~

- Post room block information on website (receive link and other information from hotels) (**David**)
 - Ask IGs about dinearounds (**Mari**)
 - Call for posters reminder announcement (**David** to draft message, share via communications team)
 - [Determine preliminary schedule](#) (**committee**)
 - Sponsor update (receive commitments, process invoices, update website & [tracking spreadsheet](#)) (**Amie and hml**)
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What has MiALA done to support members, committees, partners, and Interest Groups?

- MiALA has supported the Great Lakes Resource Sharing Conference with sponsorship funds
- MiALA has supported the Great Lakes Science Boot Camp with sponsorship funds
- MiALA has supported providing grants for members to attend the Annual Conference (full registration, housing, and travel funds)
- MiALA has supported a member to represent MiALA at the National Library Legislation Day (a stipend to assist in paying for registration and travel)
- MiALA has supported a member to attend ACRL conference (a stipend to assist in paying for registration and travel)
- MiALA has supported the Information Literacy IG in hosting the MIX conference at a discounted cost to attendees
- MiALA partnered with MAA to host a joint conference at a discounted cost to attendees
- MiALA partnered with ALAO and Assessment IG to host an assessment conference with sponsorship funds
- MiALA has supported the Information Literacy IG in hosting the Data Literacy Bootcamp at a discounted cost to attendees
- MiALA has supported the Community College & Assessment IGs in hosting an ACRL standards conference at a discounted cost to attendees
- MiALA has supported the Cataloging & Metadata IG in hosting a Batch Editing Tools workshop at a discounted cost to attendees
- MiALA provides use of their Zoom online meeting software to IGs and committees at no charge to host online meetings and events
- MiALA has supported the Web/UX IG in hosting a User Experience Lunch and Learn at a discounted cost to attendees

- MiALA has supported the Open Educational Resources IG in providing 3 sponsorships (a stipend to assist in paying for registration and travel) to attend the Michigan OER summit