

MiALA Board Meeting Agenda
June 18, 2019 at 2:00pm

Attendance: Paul Gallagher, Clayton Hayes, Gina Bolger, Jessica Sender, Caryn Noel, Mary Kickham-Samy, Beth Martin, Helen Look, Rebecca Renirie, Heather Ladiski, Tina Ulrich, Jen Fiero

Call to Order: The meeting was called to order at 2:00pm.

Board Business Meeting:

1. Approval of agenda - Sender made a motion to approve the agenda and Renirie seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Martin made a motion to approve the agenda and Kickham-Samy seconded. The motion carried.
 - a. Approval of May 21, 2019 board meeting minutes
 - b. Committee reports
 - i. Advocacy -
 - ii. Communications and Marketing -
 - iii. Executive -
 - iv. Membership -
 - v. Nominating - Elections have concluded, and nominating committee is reaching out candidates. Results were distributed via the board list-serv on June 17th, and need to be approved at this meeting.
 - vi. Conference - Location chosen -- Big Rapids, MI.
 - vii. Section Reports
 - viii. Administrative
 - ix. Collection -
 - x. User Experience -
 - c. Partner Reports
 - i. MCLS -
 - d. Treasurer's Report - Still have several conference expenses to clear, but going by last year's numbers we'll be just over breaking even financially for MiALA annual. Taking the savings account into consideration our FY19 year-end numbers project to be up compared to FY18, by about \$15-\$20,000 in Operations and about \$3,000 in Conference.
Of the \$2,750 that was requested for subsidizing IG and other programs, we used only \$1,950 due to registration money from those events. Seems like a good time to revisit how we're structuring registration prices.
 - e. Policies and Procedures Manual -
 - f. Interest Group Coordinating Council -

Old Business

1. Any follow-up questions or discussion on reports? No questions or discussion.
2. Diversity, Equity, Inclusion, & Accessibility Committee information on the website https://miala.org/diversity_inclusion_and_access.php - Ladiski added this committee to the volunteer form and has had several interested members. Look and Ladiski will work together to staff this committee.

New Business

1. A big THANK YOU to those who have served!
2. August date and location for Leadership Retreat - The new board will begin on July 1 and will have the annual leadership retreat at the Hanna Center in Lansing on Tuesday, August 6. Martin, as the incoming president, is planning the retreat. Julie Garrison will be the speaker for the morning session. More information will be sent out closer to the date of the meeting.
3. Approval of elections slate - Hayes made a motion to accept the election results and Martin seconded. The motion carried. The person who was voted in as secretary is currently considering a job in another state. Sender and Martin will be working through this situation.
4. Onboarding support - A new procedure to support the new board members will begin this year. Martin and Ladiski will put together an information packet sent through email containing a welcome letter from the president, past minutes, financial information, relevant job description, and the procedure manual.
5. Appointment of David Scott to be 2019-2020 Conference Planning Committee Chair - Sender made a motion to appoint David Scott as the Conference Planning Committee Chair and Martin seconded. The motion carried. Thank you to Ladiski for her excellent work on researching and visiting possible conference sites.
6. Discussion of IG event grants - The IG event grants are located in the Google drive folder. This year the board awarded \$1,950 out of \$2,750 requested. The new board will need to decide how to use the extra money in this account in wise ways. This topic will be added to the issue bin.
7. Call for volunteers for the Diversity, Equity, Inclusion & Accessibility Task Force - Discussed earlier under old business.
8. Supporting MHSLA Conference - Martin made a motion to give \$500 to support the MHSLA conference and Hayes seconded. The motion carried. MiALA will staff a table at this conference. Sender will work on this since she is also a member of MHSLA.
9. Mentorship Program Feedback - Minor changes were made to the Mentorship Program application. Sender made a motion to approve the program and Kickham-Samy seconded. The motion carried.

Sender made motion to adjourn and Bolger seconded. The motion carried.
The meeting was adjourned at 2:43pm.

Issue Bin / Future Agenda Items

- Fund Balances
- MLA/MiALA Joint Committee
- Scholarships and Grants
- On the Road/Environmental Scan/Listening Tour - Planning for this project will be on hold until after the membership survey is completed.
- MiALA's five-year anniversary in 2020
- Communication improvement between the board, the IGCC, committees, and interest groups
- Possibility of committee chairs being self-selected rather than elected

Strategic Planning Retreat:

- August 6, 2019

Hi, Beth,

Who should I contact at MiALA about staffing a MiALA table at the MHSLA conference in October? From what I understand, MHSLA had a table at the MiALA conference, and we'd like to reciprocate. There is no charge for the MiALA table, and we do have some sponsorship opportunities if y'all might want to do a bit more.

The MHSLA conference will be in Lansing, October 2-4. The vendor exhibits are on Thursday, October 3 from 7am-5pm. The sponsorships still available include:

Thursday evening event at the RE Olds Museum (\$1500 or partial amount)

Friday breakfast and learn (\$800 but negotiable)

Friday beverage break (\$100)

General donation (any amount)

Raffle prizes for the Thursday afternoon raffle

Would you please let me know if this is something MiALA would be interested in and who to contact?

Thanks!

Betsy

Betsy Williams
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From: Kudzia, Megan <kudzia@msu.edu>

Sent: Monday, June 3, 2019 10:41 AM

To: board@miala.org

Cc: Heather Thomas-Ladiski <heather@miala.org>; Hauser, Alexandra <hauseral@msu.edu>

Subject: MiALA Mentor Program Sign-up forms are ready (we think) to go out

Hi all,

One thing the Membership committee worked on this year was creating a mentorship program for members. Membership Committee member Alex Hauser has volunteered to coordinate the initiative, and we have several volunteers to help match mentors/mentees.

We wanted to send the sign-up forms to you in case you'd like to sign off or give approval before these go out to the membership as a whole. The application form for mentors is [here](#) and the form for mentees is [here](#). Please let Alex know if you find any errors or have any concerns, as I expect to be going out on maternity leave in the next 2 or 3 weeks and can't guarantee I'll get your email right away.

Thanks so much,
Megan Kudzia, Membership Chair