

MiALA Board Meeting Minutes

September 14, 2017 at 2:00pm

Attendance: Julia Eisenstein, Paul Gallagher, Kendra Lake, Stephanie Mathson, Jill Morningstar, Jessica Sender, Gina Bolger, Tina Ulrich, Mary Kickham-Samy, Beth Martin, Heather Ladiski, Joshua Sanchez (guest)

Absent: Rebecca Renirie

Call to Order: The meeting was called to order at 2:02pm

Board Business Meeting:

1. Approval of Agenda - Approval of the June 12, 2017 minutes was moved to Item 1 of Old Business. Gallagher made a motion to approve the agenda and Martin seconded. The motion carried.
 - a. Committee reports
 - i. Advocacy- no report
 - ii. Communications and Marketing - no report
 - iii. Executive - no report
 - iv. Membership - more renewals are arriving, but many still have not renewed at this point.
 - v. Nominating - no report
 - vi. Conference - see [report](#) below
 - b. Section Reports
 - i. Administrative - no report
 - ii. Collection - see [report](#) below
 - iii. User Experience - see [report](#) below
 - iv. Eisenstein asked to have the report of her phone call with Section and IG chairs moved to the new business area instead of the consent agenda where it had been linked.
 - c. Partner Reports
 - d. MCLS - no report
 - e. Treasurer's Report - Budget looks good (\$45,000 in the general budget and \$28,000 in the conference budget)

Old Business

1. Approval of the June 12, 2017 minutes - Correction: Julia was absent from that meeting.
2. Website Redesign (www.miala.org/redesign/) - The redesigned website was discussed in August and changes have been made since then. Once the new website is approved, it can go live within days. All board members were given until Friday, September 22 to suggest any more changes. The redesigned website will go live after that date.

New Business

1. Request for [grant funding for Assessment IG](#) pop up conference - Gallagher made a motion to approve and Kendra Lake seconded. The motion carried. Ladiski will contact Shellie Jeffries regarding the grant approval.
2. Membership renewal situation - As of September 14, 2017, 77 out of 350 members have not renewed for this next year. Board members discussed possible causes such as retirement, job changes, a natural correction, or even just procrastination. Morningstar and Sanchez are not too concerned since growth has been steady with five to ten new members joining each month. The membership committee will continue to reach out to these people to remind anyone who wants to renew and to begin gathering information from those who choose to leave the organization. The board members were encouraged to be micro ambassadors for MiALA especially if they see coworkers on the list of people who still need to renew.
3. MiALA's Organizational Structure of Sections and Interest Groups (See [ideas](#) and [report](#) below) - The board members discussed the proposal to merge the three current sections into one interest group board that would be primarily responsible for overseeing the interest groups. The sections were meant to protect the interests of different types of librarians, but the members of these sections have been struggling with what their roles should be. If the sections are to continue, then the MiALA board will need to define their responsibilities better. Issues such as how to make the change, what to do with the already elected positions and the needs of the entire membership were discussed. The board agreed to form a Section/IG Restructuring Task Force. Julia Eisenstein will ask Emilia Marcyk to lead this group and choose other members to work with her and contact former chairs for their opinions as part of the process. Julia will draft a charge to present to the board at the October meeting.
4. Physical board meeting for late fall/early winter - Paul Gallagher suggested holding an in person business meeting with a half-day orientation on board leadership and development in the future. A Doodle poll will be sent out to find availability.
5. Over the next month, board members were encouraged to go through the [draft](#) of the retreat outcomes to determine which tasks would fall under their areas. If possible, they can begin working on any applicable tasks and be ready to report on their efforts at the October meeting.
6. The Executive Committee will research other technology options for the next meeting.

Issue Bin / Future Agenda Items

1. Section/IG meeting FAQ [document](#) (Heather Ladiski)
2. Lack of IG leadership for Education/Curriculum IG

The meeting was adjourned at 2:58pm.

Julia Eisenstein made motion to adjourn and Kendra Lake seconded. The motion carried.

Upcoming Meeting Dates:

Next Board Meeting - Friday, October 13 at 2:00pm

Meeting of Section Chairs and Board Liaisons on September 12, 2017

Prepared by Julia Eisenstein

In attendance: All three section chairs and the three Board liaisons to the sections

Major points:

All three section chairs are in agreement that the current structure is not efficient, complex and not effective.

If the current structure is to be maintained, the onus is on the Board to specifically define the work of the Sections as it does and does not relate to the IG's.

Proposal to eliminate the sections and create an IG Board needs serious review and consideration by the Board.

There needs to be defined leadership structure for the IG's (Chair, Chair elect that comes from the IG, and Secretary at minimum).

Regarding Mini-MiALA: Should not be a duplicate of Annual Conference.

- Should be about the IGs.
- Call for proposals should go to IGs, not the general membership
- November would be a good time (6 months after Annual)
- Needs to be less formal, but still interesting and high quality programs that will draw
- Needs more opportunities for networking
- Regardless of what happens with Mini-MiALA, there should be regular meetings of the IG leadership.
- Because Mini-MiALA needs rethinking and redefining, having something this November is unlikely.

Collection Section - Mid-year conference

Timing

- Not in November or December

Format

- Stream it so everyone can benefit (x3)
 - Organize around IGs
 - Have a theme and invite IGs to do presentations on the theme
 - Keep it informal
 - Something non-professional librarians can attend
 - Track for tech services
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UX Section - Notes from September 11 Meeting

- The main issue discussed was how to make sections/IG work better versus the possibility of creating a new structure. If new, what will happen to the officers already in place for the sections?
 - Each section board member will be a liaison to a few interest groups
 - Mini Conference - Should this be offered again? Mixed reviews of the first one, but it could be improved. Suggestions included choosing a theme and allowing IGs time to present around that theme.
 - How can we encourage library students and new librarians to get involved? Scholarships and opportunities at conferences. Is membership looking at this?
 - What is going on with some kind of procedure manual for IGs?
 - How can we support IG leaders and encourage new volunteers to take on leadership? We need better definition of roles and a plan for growing leaders
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Ideas from Emilia Marcyk on behalf of Section and IG leaders who met during the Strategic Planning meeting:

1. Reconfiguring sections: There was wide support among the 10 members in attendance that the sections no longer served the purpose they were formed to serve. Instead, we propose that MiALA eliminate the sections, and create one single "IG Board" to oversee and coordinate the activities of the interest groups. The board would consist of a chair, chair-elect, secretary, treasurer (to manage requests from the IGs for money) and members-at-large. The number of members-at-large would depend on the number of interest groups for the given year. Our idea is that each member of the IG Board would liaise with 3-4 interest groups, so the number could fluctuate as we gain or lose IGs. It would also make sense for a member of the membership committee and a member of the communication committee to sit on the IG board.

The IG board would be responsible for: policies that affect interest groups, managing funds for interest group activities, coordinating events, communicating news to IG leadership, encouraging activity, and developing IG leadership (and other things as the board sees fit).

We thought it made sense for the existing elected section boards to make this transition our big project this year, then run elections under the new structure next May. I'd be happy to talk about this further with you and/or the entire board.

2. Ad-hoc group for IG guidelines: There was consensus among those in attendance that we need some kind of guidelines for IGs that cover suggested structure, ideas for member engagement, point to key leadership resources, etc. I'd like to form a working group to create

that document, composed of the 3-5 current IG chairs (or whatever number seems appropriate). Do we need to run this by the board, or should we proceed on our own?

Conference Committee

- [Conference planning teams](#) and assignments have been created.
- From Rachel Minkin dated 8/12:

As part of our reaching out to different groups across the state, I have been liaising with the Michigan Library Cooperative Directors Association (<https://micoops.info/>). This group, along with LM, MLA, and MiALA, puts on programming at least once a year. We have a program coming up the start of September on safety and security in the library.

<https://www.mcls.org/training-events/events/michigan-library-safety-programs/>.

These are two slightly different programs, a shorter one in Gaylord at the University Center on the 6th and a longer one at Dearborn Public on the 7th. Please consider attending and do share with any/ all of your staff!