

## **MiALA Board Meeting Minutes**

**December 4, 2025 at 11:00am**

**Attendance:** Julie Garrison, Mary O'Kelly, Linda Miles, Jessica Hronchek, Edward Eckel, Kelli Herm, Kyle Ceci, Gina Bolger, Katie Edmiston, Kayln Huson, Mies Martin, Samantha Minnis

**Guests:** Ailie Weaver, Jon Jeffryes

**Absent:** Jen Bowen

**Call to Order:** The meeting was called to order at 11:02am (Julie Garrison)

1. Thanks Jessica Hronchek and Ed Eckel for offering to jump in and serve as liaison to the Advocacy Committee in Samantha Minnis's absence. Jessica will take on this role.

### **Board Business Meeting:**

2. Approval of Agenda – Motion from Ed Eckel, seconded by Mies Martin, approved.
3. Approval of Minutes from the [November Meeting](#) – Motion from Katie Edmiston, seconded by Kyle Ceci, approved.
4. Approval of Consent Agenda – Motion from Samantha Minnis, seconded by Jessica Hronchek, approved.
  - a. Committee reports
    - i. Advocacy- The Advocacy Committee met with the Upper Level Leadership IG and is considering co-sponsoring an educational event about advocating for librarians within their parent institutions. We are also working on documenting the actions taken by this committee thus far and workflows for how the committee can work with the board on lending support to causes in the future. We plan to have [Mia Murphy from MASU](#) come to one of our future meetings to discuss advocacy. The rest of the report is a question for the board and has been moved to the New Business part of the agenda.
    - ii. Communications and Marketing – next meeting Monday Dec. 1. Ed will not be able to attend due to family commitments.
    - iii. Conference Planning –
    - iv. Executive – see [notes](#) from November 20, 2025 meeting
    - v. IDEA – Conference Accessibility sub-committee met to discuss post conference survey results from last year's conference and sent recommendations to the Conference Planning Committee chairs. Revisions were made to the accessibility checklist for presenters incorporating the feedback from last year's post conference survey results.
    - vi. Membership – The mentoring subcommittee has been formed. Outreach and Marketing will be collaborating with membership on key messaging,

testimonials from MiALA members, and identifying outreach demographics and methods. Key message and impact statements will be sent from membership to marketing to begin a campaign in February/March.

vii. Nominating – No updates

b. Partner Reports-

i. MCLS – No updates

c. Treasurer's Report – see New Business

d. Interest Group Coordinating Council – see [notes](#) from November 11, 2025 meeting

e. Board Actions via Email – No actions

## New Business

1. [Budget Review Report](#) (Jessica Hronchek & Guest: Ailie Weaver from Maner Costerisan)
  - a. This process is not an audit but an external review of our financial documents to ensure our fiscal responsibility.
  - b. This was a very smooth process and no concerns were raised.
  - c. Walk-through of the document (Ailie Weaver)
    - i. Independent Accountant's Review Report (p. 1) – this section documents the responsibilities of management and of the accountant. The accountant reports that they did not come across any areas of concern.
    - ii. Statement of Financial Position (p. 2) – This is a snapshot of our financial position at a point in time (6/30/25). Assets and liabilities are enumerated. Ailie notes that our organization is very liquid. Both assets and liabilities are very consistent with 2024. 100% of our assets have no donor restrictions. It's a very healthy balance sheet.
    - iii. Statement of Activities (p. 3) – This is a statement of total revenues and total expenses. There is a slight decrease in net assets. Income level is consistent with the previous year. Because 100% of our assets are available for future expenditures, we should have no issues paying for future expenses.
    - iv. Statement of Functional Expenses (p. 4) – most of our expenses have been for contracted services and conference expenses. Approximately 80% of our expenses are going toward programs and services supporting our mission. This is a great ratio of program services to total expenses (the standard is 75%-85%). This is very consistent with 2024.
    - v. Statement of Cash Flows (p. 5) – there has been an overall decrease of cash (approximately \$94K). This is primarily due to the purchase of a CD in 2025. This may seem like a significant decrease, but that amount is added back to the balance sheet as investment.
    - vi. There follow several pages of notes ( pp. 6-10) – nothing significant to point out. Nothing detrimental.

- d. Overall – everything very clean, no concerns, no findings that needed to be communicated to organization/board.
- 2. Communications Committee (Guest: Jon Jeffryes)
  - a. The committee has been talking a lot about the strategic plan; interested in what the board would like the committee to focus on.
    - i. Outreach to non-members – to get information about the organization out there to non-members. They are working on segmenting audiences. They are working with the Membership Committee to collect member impact stories.
    - ii. Rethinking social media – there has been a significant decrease in social media engagement (X and Facebook). A question had come to the committee regarding what might be done to make things more engaging in social media. But the algorithms are working against us, making that tough.
    - iii. Website improvement – it would be good to have clarity around who has responsibility for what maintenance tasks or we might need to rethink the website and how it functions. One member of the team, Angela Bricka, has been reviewing the problems with listserv dysfunction, but the committee would like to know more about website platform decisions before diving deep into the listserv problem.
  - b. Content maintenance and structure of the website on the current platform is one issue.
  - c. JG – website top of mind – JJ – first thing you see on website is banner for email problems; instead now promoting job board, save the date for conference, link to strategic plan. Who should be responsible for what the key messages on the website should be? They have considered only their slice of website content; would the Board like them to take a broader view of the the website?
  - d. JG – don't seem to have an “owner” of the website; the way the info is kept up to date suffers for that; not Kalyn's responsibility. Would support that as part of Communication's responsibility. Not just about redesign; need to work on workflows for current website
  - e. JJ – “new website” does board want us to reimagine on current platform or want us to consider a whole new platform? No strong recommendation either way. Email issue is an issue; followed up with some of those feeling frustration. Not sure if there's anything more that can be done on current platform. There are some listservs getting through to those institutions.
  - f. Website review/redesign process (Julie Garrison) JG – there is what we have now and how do we make a decision about platform change? BD has not decided. Possibly someone from Membe, Comm, and Bd to work with Kalyn about what can be solved with current platform and what the recommendation might be. Task force. In the meantime current content needs maintenance and updating. Platform is more than website–other functionality. MM – a year, year and a half out before a switch; first dive into current system. Can it do what we want? JH – parallel tracks: task force to recommend new system, but if we don't

have workflows in place to manage maintenance, no good. Through that better management we might learn one way or the other. Possibly both at the same time? JG – some continued issues that may not be fixed in SM – someone for whom this could be a good service opportunity – web design, workflows LM – task group could first work on research — what do we want ideally?

- g. JJ – maybe currency of website content goes to our committee; then a task force beginning with what do we need want. Then let that be a recommendation for what we do moving forward; Angela from the Comm comm could lead a task group.
- h. MO – Angela has a nice template for website audit– breaking out pages for systematic review
- i. JG – immediacy of content – comm comm; simultaneously beginning task force
- j. JH – Need clarity of who's responsible for content updates from different corners of the org – does it all go through com com? JJ – comm com could be a “backstop” flagging things they think might be out of date or in the wrong place; but also info from other parts of the org don't need to be funnelled through com com.
- k. JG – plan of approach. Angela – interested in working on the project. She will reach out to Jon, find Bd member, hopefully get a group together in the new year. Jon will reach out to Angela.
- l. Outreach to nonmembers – be a member, bring a new member; listservs; other marketing/platforms. JG Reaching out to institutional members via their reps to convey the broader sense of benefits. LM – IDEA plan. JJ – brenna's impact statements might be useful for IDEA; com com could help with outreach to specific listservs.
- m. Social media – JG continue/sunset social media? JJ maybe add LinkedIn, might be a natural fit. JJ is happy to write up a proposal that includes numbers from twitter/facebook, if there is openness to leaving those platforms. Are there other platforms? MO – for record keeping purposes, the usage report – how we've used them and how the engagement has trended. Go to LinkedIn now, but also put that in the report for recordkeeping. Maybe report more than proposal. KC – X is not a place people are going; better to find what is trusted now and more used by our audience. LinkedIn feels a little more normal/trusted. Are our members willing to go onto a platform? JG – consensus around documentation/report (less than a page) rationale for decisionmaking. Go ahead and make the decisions.

3. [2027 Conference location](#) discussion (Ed Eckel, Kelli Herm, Kyle Ceci)
  - a. Proposing 5/12-14 or 19-21, depending on sites. If those don't work sun-
    - i. Great not to conflict with LOEX
  - b. Location – several years west side of state
    - i. Detroit, Ann Arbor, Plymouth (more robust options there; hasn't been down there yet; many schools in that area but not dependent on host school)
    - ii. Big Rapids (cancelled for covid)

- c. JG – last year an RFP sent to venues in locations; Kalyn managed process; proposals back in February
  - i. Scheduling – any reason those are problematic dates? Do we like one more than the other? LOEX not scheduled yet. Medical Lib Assn sun-wed in May. Are there others to keep in mind? WILU in canada.
  - ii. Location in SE MI? Should send RFP to institutions as well as hotels/others. Include Detroit Metro area. KC – spreadsheet those we like best are highlighted in blue. Also looked at dearborn (but not great downtown area). In Detroit places, but may be isolated; lacking parking.
- d. Dates
  - i. The MiALA Board of Directors approve submitting an RFP to host the Annual Conference on Wednesday-Friday, May 12-14 (1st choice) or May 19-21 (2nd choice) in 2026. Ed, Kyle seconds. Passed
- e. Locations
  - i. Metro Detroit, Ann Arbor and anything in between. Ed, MO, passed.
  - f. Ed – folder in Bd google drive for conference locations, spreadsheets, templates. JG – go forward and we'll figure out where they go after that. EE – right now they are within the google folder for 2027 conference planning.

## Old Business

- 1. National Conference Travel Grant (Julie Garrison)
  - a. JG – surfaced last meeting. Pres supposed to get a task group together. E Board – bottom line. No one on EC who wants to champion this thoughtfully at this time and work through logistics. Need for accountability. National conferences happen throughout the year. No one had the capacity to do this in a fiscally responsible manner. Still hold the intention. Is there a Bd member who would want to take this on? JG propose removing it from procedures manual to avoid confusion. At some time in the future it could be brought back.
  - b. JH budgetary component – \$1K in the budget. Should we shift those funds somewhere else? IGs? Advocacy Committee (advocacy day)? Motion MO – reallocate the budget formally for scholarship, split equally. MM second, passed.

## New Business

- 4. Advocacy – The advocacy committee has questions about how to function within the bylaws that state: “No substantial part of the activities of the Corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation, nor shall the Corporation participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office.”
  - a. The feeling of the committee is that this language is limiting in a time when libraries and their funding have become politicized and we are seeking clarity from the board (and probably legal advisors) about if the work of the committee as it's been carried out so far could be considered “substantial,” and if there's a possibility this language could be changed.

- b. Perhaps an organization like MLA could share what their bylaws are in regards to advocacy?
- c. Advice from lawyer:

*The short answer is that there is no clear answer and I have to give you the answer everyone dreads from a lawyer – which is maybe. Legally I agree that the association can potentially take action on an issue, but this would be considered advocacy, which for your nonprofit status is considered in conjunction with all other advocacy efforts. It is my recommendation if the association wants to avoid potential for litigation, to stay out of advocacy efforts all together. Individuals can of course submit a letter, but for the association to do anything official starts dipping a toe in something that could prove problematic.*

*We also need to look at where advocacy fits into our purpose as stated in our bylaws:*

- *Provide professional development, scholarship, information sharing, growth, leadership and committee service*
- *Advance academic librarianship, libraries, and services in MI*
- *Serve as catalyst for statewide collaboration and a connector to national academic library interests*
- *Educate and inform appropriate communities of the value and contributions of academic libraries and librarians in MI*
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- d. Samantha –
  - i. To make sure not putting org at risk in being in conflict with our bylaws. Past practice, seems like a gray area. Adv comm is being reconstituted.
  - ii. “Signing on” is more a Bd thing than and adv comm thing
  - iii. For Adv comm, more the education piece – how this action might impact libraries; toolkit for advocacy; advocate for value of academic libraries
  - iv. Most important to discuss – signing on, and what would be the committee’s role
- e. KH – help draft signing on language
- f. EE – “no substantial part of the activities” – how to interpret that? If that’s not the main thing we do, we could make an argument.
- g. SM – we had the same thought as well. Biggest concern about the legislative end. There is legis that directly affects what we do as libraries
- h. JH – surprised at the lawyers’ language; unsure of the concern. Ties to tax exempt status. “Not spending substantial portion of our funds” could be clarified–might be more important than actions. More learning to do if it’s more about finances than actions/words.
- i. JG – seems murky from lawyer – talking about MiALA vs. MCLS. We have lent our voice, being cautious about communicating reasons for our concern. If we

continue to focus on the educational mission/ aligned on focus on higher ed.

Then we are in alignment with the statement.

- j. MO – guidelines, definitions.
- k. SM – feel good about what we've been doing so far. Adv comm could do a little more research. Constant comm betw adv com and bd important; always goes through the bd

Kyle – Kelli

**Issue Bin / Future Agenda Items:**

1. Format and location of the policies and procedures information (i.e., possible changes to the current P&P Manual format/location–January)
2. IDEA Committee update (Lee Parker, Chair of IDEA Committee to join us at February 2026 Board Meeting)
3. Partnerships and how to formalize those (January)
4. Role of a MiALA archivist (Julie Garrison)
  - a. Tabled to January

**Upcoming Board Meetings:** Jan. 8, Feb. 5, Mar. 5, Apr. 2, May 14, Jun. 4 at 11:00am

**Upcoming Executive Committee Meetings:** Dec. 18, Jan. 15, Feb. 19, Mar. 19, Apr. 16, May 21, Jun. 18 at 11:00am