

## **MiALA Board Meeting Minutes**

**June 12, 2017 @ 1:00 p.m.**

**Attendance:** Barbara Bolek, Julia Eisenstein, Paul Gallagher, Kendra Lake, Rachel Minkin, Stephanie Mathson, Jill Morningstar, Sandy McCarthy, Jessica Sender, Dawn Winans, Heather Ladiski

Absent: Beth Martin, Julia Eisenstein

**Call to order:** The meeting was called to order at: 1:03 p.m.

### **Board Business meeting:**

#### **Consent Agenda items (agenda items I-VII)**

- I. Approval of Agenda
  - Paul made a motion to approve the agenda and Sandy seconded. The motion carried.
- II. Approval of May, 10, 2017 Board meeting minutes.
- III. Committee Reports
  1. Advocacy -- No Report
  2. Communications & Marketing -- No Report
  3. Executive
    - Notes from the June 7, 2017 Executive Committee Meeting
  4. Membership -- No report
  5. Nominating -- No report
  6. Conference -- See below for Conference Discussion
- IV. Section Reports
  1. Administrative Section -- No report
  2. Collections Section
    - The May meeting was cancelled, so there is no report.
  3. User Experience Section -- No report
  4. Board Liaison Section Chair Meeting -- No Report
- V. Partner Reports
  - MCLS -- No report
- VI. Website Task Force Report -- No report
- VII. Treasurer's Report -- No report

#### **Old Business**

- VIII. Any follow-up questions or discussion on Reports?
- IX. 2017 Conference discussion

- Over 100 responses to Conference survey. All the negative comments were easily fixable issues. There were mostly positive comments, all constructive feedback.
- Everyone loved content and programming.
- There was a suggestion to try looking for a keynote speaker from Michigan next year.
- Holiday Inn asked us to pay for two rooms.
- Amway has not contacted us at all, so we do not know if there is any financial liability there. We may not hear from the Amway since they were fully booked because there was another conference going on at the same time.
- The Eberhardt Center bill has not been received as yet.
- Would like to have a final financial report.
- People were pleased with networking opportunities that were built into the event. Setting up a line of communication between conference committee and sections may be helpful in setting up their networking time.

#### X. Website update

- Functionality is all set...just working on getting the data in there. We are hopeful that it will be up and running by the end of June.

### **New Business**

#### XI. Administration Section (re-branding)

- Paul talked with Arlene regarding re-branding the Administration Section....she is aware and will be addressing this in the future.
- We should talk about this at the Strategic Planning Retreat.
- Re-naming will require a bylaw vote (which we can do electronically now)

#### XII. Institutional member letters

- Scott's draft with Stephanie's tweaks was discussed.
- Institutional renewals ; new Institution
- We will be targeting those institutions that are not institutional members but have employees participating in MiALA with a personalized institutional membership letter.
- We might also consider targeting those institutions that have not renewed yet with this type of personal membership letter.
- Include financial information (broad categories) to be transparent and show where our money is going.
- Present some of the administrative costs in a different way. Also talk about the administrative costs/services performed by Heather.
- Could this be presented in front of the COLD Directors at their next meeting in the Fall?

### XIII. Strategic Planning/Leadership Retreat

- Updates
  - The agenda was presented. On the 2nd day, the IGs will be working on their own, taking over the basement.
- Budget
  - Costs for the retreat are at \$1793 if everyone shows up. We should earmark an additional amount in case we go over this amount.
  - We will have to see how many people are willing to show up and adjust money allocations as necessary.
  - RSVPs for the event will go out once the election has been completed.

### XIV. 2018 Conference Planning (any updates?)

- Heather e-mailed and asked Kellogg Center if we could cutoff at 200 people. We are looking at having 40/50 rooms for the Conference. We added to the contract the ability to renegotiate the contract after this (2017) conference.

### XV. Student Engagement/Internships

- Any updates?
  - No updates.

### XVI. ACRL Chapter Report

- We need to fill out a standardized form...we have last years to work from and we have even more items to add to the report for this year.
- Stephanie will share the report with the Executive Committee.

### Issue Bin / Future Agenda Items

- Strategic Planning Retreat document review ([outcomes document with status updates](#)). (subsequent review is being scheduled for the strategic retreat)
- Student Internships
- Student engagement

The meeting is adjourned at 1:38 p.m.

### Upcoming Meeting Dates:

#### Next Executive Committee meeting

- No meetings scheduled.

#### Next Board Meeting

- No meetings scheduled.

#### Board Liaison/Section Chair Meeting

- June 12, 2017 at 3:00 p.m.

#### Strategic Planning Retreat

- August 10-11, 2017.