

MiALA Board Meeting Minutes

September 4, 2025 at 11:00am

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

Absent: none


Call to Order: The meeting was called to order at 11:01am

Rules Clarification – Garrison:


1. As IGCC Chair and ex officio member of the Board, Katie Edmiston is eligible to participate in all votes.
2. As President, Julie Garrison maintains neutrality and does not vote.

Board Business Meeting:

1. Approval of Agenda – Edward Eckel made a motion to approve the agenda and Mies Martin seconded. The motion carried.
2. Approval of Minutes from [June Meeting](#) – Mies Martin made a motion to approve the minutes and Jen Bowen seconded. The motion carried.
3. Approval of Consent Agenda – Jessica Hronchek made a motion to approve the consent agenda and Samantha Minnis seconded. The motion carried.
 - a. Committee reports
 - i. Advocacy – Minnis
The advocacy committee will have their first meeting on September 5.
 - ii. Communications and Marketing – Eckel - This committee is planning its first meeting. A Doodle poll was sent out 9/3/25 by Jon Jeffryes.
 - iii. Conference Planning – O'Kelly
 - iv. Executive – No report, Executive Committee did not meet.
 - v. IDEA – Bowen
The IDEA committee met on 7/22/25 and decided on who will participate with current projects: IDEA Resource List, Outreach to new and future librarians, Professional/Half-Day workshop, Conference Accessibility Committee, and reaching out to ALAO (American Library Association of Ohio) DEI committee for collaboration ideas.
 - vi. Membership – Bolger
The membership committee is planning to focus on outreach, mentoring, and creating a new job board this year. The meeting dates and times are still yet to be determined.
 - vii. Nominating – No update Martin
 - b. Partner Reports-
 - i. MCLS – no report

- ii. Library of Michigan Updates -
 [Library of Michigan Update Meeting Reports August 17, 2025.pdf](#)
- c. Treasurer's Report – See new business
- d. Interest Group Coordinating Council – no report
- e. Board Actions via Email – Unanimously supported signing onto [IMLS Letter to Congress](#), August 12, 2025

Old Business

1. 2025-2026 Strategic Plan Priorities (Julie)
 - a. [Outcomes of Retreat and Next Steps](#)
 - b.  MiALA Leadership Retreat - strategic plan discussion.docx
 - c. Discussion:
 - i. After review of the priorities list on the Outcomes document, Other Professional Development Opportunities was added to the list.
 - ii. We discussed each Project/Task to determine status, stakeholders, charge, and other considerations. The notes in the document were updated.
 - iii. Key points:
 1. Membership Committee is already working on the job board. Gina Bolger, as Board liaison, will communicate Board expectations and questions and come back to the Board with more information.
 2. Succession plan strategies for committees and IGs will be discussed at a future Board meeting. Samantha Minnis and Mies Martin will be involved with a subgroup moving forward.
 3. Communication Committee has already started trying to think through the email issues. There is a need to clarify what problems are being experienced: the problem with MSU emails, the problems sending messages through the memberleap platform. Questions raised regarding the possible need to investigate/migrate to a different platform. Ed Eckel will reach out to the Com Committee, who should prioritize researching/solving the email problem in the short term. The larger questions about platform and communication can be tackled later by a subcommittee.
 4. Kalyn Huson is working with Brenna Wade of the Membership Committee to move forward with New Member Orientation.
 5. The Mid-year mini conference initiative will require more discussion at a future Board meeting.
 6. Some ideas for new revenue streams for the annual conference have been presented to the Conference Planning Committee in the previous year. Mary O'Kelly, as Board liaison, will touch base with the current committee chairs.
 7. Those organizing the Early Career IG are currently looking for a fifth MiALA member interested in the creation of the group, which

is required for establishment. As a side note, the IDEA Committee will be sponsoring a networking event for students and new librarians on October 22. Either Katie Edmiston, as IGCC chair, or the new chairs of the ECIG will attend to speak about the new IG.

8. Promoting the value of MiALA membership is a topic that will be added to a future Board agenda.
 9. A working group has been formed to begin to tackle updates to the Procedures Manual: Julie Garrison, Edward Eckel, Mies Martin, Katie Edmiston.
 10. Mies Martin, along with Kalyn Huson and past MiALA leaders, has begun to collect and organize information about the organization's history. Creation of a Board Archivist role will be added to an upcoming agenda.
 11. Improving the MiALA website is a longer-term initiative, which will begin after we have learned more about the email issues. This will be included in the January agenda.
 12. Samantha Minnis reports that the newly constituted Advocacy Committee is already working to develop partnerships and to address how to support MeL, MeCat, and IMLS. There is a need to get the word out early about Issues and Advocacy Day (Spring).
2. IMLS bookmark
- <https://files.constantcontact.com/fe18cca2101/a470aca7-0afd-413b-9b22-4027dc00e9e4.pdf> (Julie)
- a. Some organizations are opting to print bookmarks and deliver them to libraries.
 - b. We, as a Board, prefer electronic-only distribution.
 - c. The Advocacy Committee should be charged with distributing/promoting.

New Business

1. Treasurer's Report on end of FY25 and summary of FY26 Budget (Jessica)
 - a. 🟡 FY26 Beginning of Year MiALA Budget Overview
 - b. Jessica Hronchek moved, and Mies Martin seconded, a motion that the Board allow the MiALA Administrator annually to request the bank designate for the Bank Account the following individuals:
 - i. MiALA Administrator - Responsible Individual
 - ii. MiALA Treasurer - Responsible Individual
 - iii. MiALA President - Authorized Signer
 - iv. MCLS Accounting Specialist (or other appropriate MCLS staff member) - Authorized Signer

The motion passed.

2. [MiALA Board Calendar/Tasks](#) & Update for Procedures Manual (Julie)
 - a. Not formal, we will be monitoring this throughout the year and adjusting as needed

- b. The Procedures Manual working group may consider including this in their documentation.
3. [Request from Rebecca Daly](#), the Metadata and Cataloging Librarian at Northern Michigan University from ALA Core Subject Analysis Committee Working Group on \$v Retention (Julie)
 - a. Katie Edmiston will reach out the the co-chairs of the Cataloging Interest Group to seek their advice on whether MiALA should become a signatory to this effort.
 - b. Julie Garrison will find out who as signed on so far.
 - c. A general question arose about the possible need for guidelines for the types of efforts that would be appropriate for MiALA support, which should be linked to the priorities of our strategic plan.

Mary O'Kelly moved for adjournment.

Issue Bin / Future Agenda Items

1. Succession plan strategies for committees and IGs—review work completed and clarify next steps
2. Mid-year mini-conference—what we envision, what infrastructure is needed (year 1), implementation (year 2)
3. Promoting the value of MiALA membership
4. Creation of a Board Archivist role – review past efforts, outline steps moving forward
5. Improving the MiALA website (January agenda)
6. Guidelines for what types of initiatives/advocacy efforts MiALA should consider supporting

Upcoming Important Dates:

- **Upcoming Board Meetings:** Oct. 2, Nov. 6, Dec. 4, Jan. 8, Feb. 5, Mar. 5, Apr. 2, May 14, Jun. 4