

MiALA Board Orientation
Thursday, September 5th, 1-1:30pm

MiALA Board Meeting Notes
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Present: Mies Martin, Julie Garrison, Darlene Johnson-Bignotti, Katrina Rouan, Jessica Hronchek, Shelia Garcia Mazari, Ed Eckel, Samantha Minnis, Rebecca Tull, Gina Bolger, Mariela Hristova, Jennifer Mikesell, Kalyn Huson, Mary O'Kelly (guest)

Absent: N/A

Call to Order: The meeting was called to order at 1:34pm.

Board Business Meeting:

1. Approval of Agenda - Eckel made a motion to approve the agenda. Johnson-Bignotti seconded. The motion passed.
2. Approval of [Minutes from June Meeting](#) - Johnson-Bignotti made a motion to approve the June minutes. Garcia Mazari seconded. The motion passed.
3. Approval of Consent Agenda: Johnson-Bignotti made a motion to approve the consent agenda. Tull seconded. The motion passed.
 - a. Committee reports
 - i. Advocacy – Ed has contacted one of the people who have indicated interest in serving as a leader of this committee. He has not received a response yet. He will try to reach out again.
 - ii. Awards – Jen Fiero (2024 ALOTY winner) and her nominator are making plans to attend the Michigan Library Awards ceremony in October. Darlene will put out a call for standing committee members and hope for more interest than has been generated in the past. Any Board member is welcome and encouraged to guide this initiative as Chair! (Darlene)
 - iii. Conference Planning– Conference co-chairs are in place and they are working to solidify their committee, confirm venue contracts, and set a conference budget. Conference dates will be May 19-20, 2025, with an opening reception on Sunday, May 18. (Julie)
 - iv. Communications and Marketing – Jon Jeffryes reached out to the committee on behalf of the strategic planning project. Expect updates in the newsletter and possibly on the website carousel. (Rebecca)
 - v. Executive – No meeting/Report (Mies)
 - vi. IDEA – Held a meeting on 8/28 for interested members. Set a deadline for 9/4 to identify new committee membership and interested chair(s). (Katrina)
 - vii. Membership – No report.

- viii. Nominating – Approved bylaws changes and additions for FY24 and FY25 have been forwarded to Kalyn for updating. Call for committee members and planning for 2025-26 elections will begin later this month or early October. (Darlene)
- ix. Ad-Hoc Committees:
 - 1. Partnerships Committee (Ed, Mies, Katrina)
 - a. We have gathered [resources](#) from several other library organizations that relate to partnerships. We feel that this project should be engaged again once MiALA has developed its strategic plan, since that will (presumably) provide guidance regarding how MiALA thinks of engaging other professional library organizations.
 - b. Partner Reports-
 - i. MMDP Update: [see point 4 of old business] (Mies)
 - c. Treasurer’s Report – Detailed report given under New Business.
 - d. Interest Group Coordinating Council
 - i. Held its transition meeting August 13. New chair Mariela Hristova and vice-chair Jonathan Scherger are ready for the year. Planning a IG leadership training sometime in September, since last year’s was so well received. Will be sending out IG interest emails to those who responded to the IGCC survey in May/June. (Ed)
 - e. Board Actions via Email –
 - i. The motion “to accept UM-Flint/UM-Dearborn application to host the 2025 MiALA Conference” passed (Mies).
 - ii. The motion “to disband existing Board Strategic Planning Core Committee and replace that with new MiALA Strategic Planning Committee, co-chaired by Denise Leyton and Julie Garrison” passed (Mies)
 - iii. The motion “to approve the recommended budget proposed by the Strategic Planning Committee to support focus group attendee and survey completion incentives and to create a travel scholarship of up to \$150, eligible to offset travel costs (excluding annual conference) for MiALA committee members who travel 200 or more miles to participate in in-person committee work” passed.

Old Business

1. [Media Policy](#) Board recommendations incorporated as of 6/17/24 (Rebecca)
Tull gave a brief overview of drafted policy.
Garrison made a motion to accept the policy. Johnson-Bignotti seconded. The motion passed.
2. Strategic Plan Update (Julie)
Garrison - The invitation to participate in strategic planning focus groups have gone out. A survey is being developed by a small group of team members. We should give

direction to the strategic planning team about the format of the recommendations. Let's discuss this at the next meeting.

3. Code of Conduct (Katrina)

Rouan gave a brief overview of the history of the code of conduct.

Garrison - Let's get a list together to provide a review of these concerns. ACRL and ALA have redone their codes of conduct.

Code of Conduct working group - Tull, Hristova, Mikesell, Rouan

4. Partner Reports (Mies)

a. MiALA / MMDP MOU Update (Mies)

Martin - Richard Adler (MMDP) indicated that the MMDP would like to spend the funds we are holding for them within the next 12-18 months. We need to give 6 months notice to dissolve this MOU.

Hronchek - The funds come to \$821.

Eckel - We should give the 6 month notice soon.

Garrison - I think we should give them time to judiciously and ethically spend it.

Martin - Let's tell MMDP we expect this money to be disbursed by April 30, 2026.

New Business

1. Conference Review (Mary O'Kelly)

Past Year's Conference recommendations:

- 1) Clarify planning committee responsibilities and MCLS responsibilities;
- 2) Set realistic budget with annual review and inflationary increases;
- 3) Shift to two-year planning cycle, pick 2026 location now, with possible pre-planned regional rotation (north, west, east, central);
- 4) Update guidelines for site selection to allow more flexibility with on-campus versus off-campus (conference hotel) location, walkability to restaurants, etc.;
- 5) Create MiALA swag for giveaways, gifts, MiALA brand recognition.

O'Kelly - This conference is only 10 years old and the timeline for it has been disrupted for half the years because of Covid. Trends show the conference is attracting more attendees and is going to require more planning.

Martin - How much time do you think chairing the conference added to your day-to-day?

O'Kelly - In January-May, I had conference activities every single work week. In the final weeks, it was about two days/week. The week of the conference, it was all I did.

Garrison - Maybe we send an RFP to regional hotels so that some of those activities can be handled differently.

Johnson-Bignotti - We should increase the flexibility in the conference site guidelines.

Garrison - We could move the reception to the first night of the conference instead of the night before the conference starts..

Hronchek - The RFP issue is interesting because some of that labor is done before the chair and site are selected.

Hronchek and Garrison will pull something together and bring it back to share with us at a future meeting.

2. Treasurer's Report (Jessica)

a. CD vs. high-yield savings account

Martin introduced a motion to move \$100,000 combined total from checking and savings into a Jumbo CD for 6 months. Motion postponed due to lack of a quorum.

- b. FY25 budget addendum - Postponed due to lack of quorum.
- 3. MCLS - MiALA Contract renewal discussion Dec-Jan, signing Jan-Feb (Mies)
Martin- Please review our current contract of services which is up for renewal in 2025. A copy should be in the Board Google Drive. Further discussion to come.
- 4. Committee chairs and committee appointment process (would we like to discuss strategies to make this more seamless from year to year?) - Postponed.

Garrison made a motion to adjourn; Johnson-Bignotti seconded. The meeting was adjourned at 2:50pm.

Issue Bin / Future Agenda Items:

- 1. Student Liaison Position

Upcoming Board Meetings:

Thursday, October 3rd, 1pm

Thursday, November 7th, 1pm