

MiALA Board Meeting Minutes
October 2, 2019 at 2:00pm

Attending: Beth Martin, Cynthia Simpson, Clayton Hayes, Gina Bolger, Caryn Noel, Jen Fiero, Elaine Meyer, Bethany Kennedy, Heather Ladiski,

Absent: Paul Gallagher, Helen Look

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

Board Business Meeting:

1. Approval of agenda - Noel made a motion to approve the agenda and Hayes seconded. The motion carried.
2. Approval of Consent Agenda (agenda items within 2) - Hayes made a motion to approve the consent agenda and Noel seconded. The motion carried.
 - a. Approval of [June 18, 2019](#) board meeting minutes
 - b. Documentation of electronic votes cast between board meetings
 - i. 8/14/19 Motion to approve the Interest Group event subsidy request from the Web/UX IG for the amount of \$550 to cover expenses for their Oct 17, 2019 event. Motion by Martin. Seconded by Gorecki. Yes votes from Gallagher, Hayes, Fiero, Kennedy, Noel, Meyer. No votes from Look. Simpson & Gorecki did not vote. Motion approved 9/9/19
 - ii. 9/6/19 Motion to approve the appointment of Cynthia Simpson to the position of Vice President. Motion by Martin. Seconded by Hayes. Yes votes from Gallagher, Hayes, Noel (others sent their votes to President privately). Motion approved 9/10/19
 - iii. 9/10/19 Motion to approve the appointment of Jessica Sender & Rachel Minkin to serve as Advocacy Committee co-chairs, Jon Jeffryes to serve as Communications & Marketing Committee Chair, and Annie Bélanger to serve as Diversity, Equity, Inclusion, & Accessibility Task Force Chair. Motion by Noel. Seconded by Hayes. Yes votes from Hayes, Gorecki, Gallagher, Fiero, Simpson, Kennedy. Motion approved 9/10/19
 - c. Committee reports
 - i. Advocacy -
 - ii. Communications and Marketing -
 - iii. Executive -
 - iv. Membership -
 - v. Nominating
 - vi. [Conference](#) - see below
 - vii. Diversity, Equity, Inclusion, & Accessibility -
 - d. Partner Reports
 - i. MCLS -

- e. Treasurer's Report -
- f. Policies and Procedures Manual -
- g. Interest Group Coordinating Council -

Old Business

1. Any follow-up questions or discussion on reports? - none
2. Secretary and Private college representative appointments - Kennedy made a motion to approve the President's appointment of Gina Bolger as the secretary for the board and David Malone as the Private University Representative. Fiero seconded and the vote was unanimous. The motion carried.

New Business

1. Board liaison appointments and duties - A motion was made by Hayes to accept the following appointments. Noel seconded and the motion carried.
 - a. Advocacy liaison - Beth Kennedy
 - b. Communications liaison - Jen Fiero
 - c. DEIA taskforce - Helen Look
 - d. Membership liaison - Clayton Hayes
2. Institutional membership benefits - The membership committee will look into how to increase and communicate the value of institutional memberships for libraries.
3. MiALA ACRL chapter allocations - ACRL grants money for each chapter to use during the academic year. MiALA could use the money for a special speaker, to support the new DEIA taskforce, etc. Board members are encouraged to bring ideas to the next meeting.
4. IGCC OER Subsidy Request - The MI OER Summit will be held on October 17. The conference team has requested \$600 for three scholarships. Hayes made a motion to give up to \$600 for the event and Fiero seconded. The motion carried.
5. Alma IG - The IGCC has approved the new interest group for members who use the ExLibris/Alma products.

Simpson made a motion to adjourn and Hayes seconded. The motion carried. The meeting was adjourned at 2:42pm.

Issue Bin / Future Agenda Items

Next Board Meetings:

The first Wednesday of every month at 2:00pm.

- November 6, 2019
- December 4, 2019
- January 1, 2020 (need to be rescheduled)
- February 5, 2020

- March 4, 2020
- April 1, 2020
- May 6, 2020
- June 3, 2020

Next Executive Board Meetings:

The Wednesday 2 weeks prior to the next full board meeting at 2:00pm.

- October 23, 2019
- November 20, 2019
- December 18, 2019
- January 22, 2020
- February 19, 2020
- March 18, 2020
- April 22, 2020
- May 20, 2020
- June 17, 2020

MiALA Conference Planning Committee

September 19, 2019

11am

David Scott, Chair

Pre-conference will be held at FLITE and there will be a faculty band during the reception. The poster session will be held here as well. Other conference activities will take place off campus at Holiday Inn contracted hotel space.

Theme- 5th year- Planted seeds, roots, moving forward, the organization is growing. Tree logo to incorporate these ideas. Reach out to David Scott with theme ideas

Committee Descriptions and responsibilities:

Keynote speakers- looking for another committee member. Budget for keynote is \$1500 plus travel. Denise from UofM A2 was on last year and volunteered as the 3rd person. This position also includes being contact and handler for the speaker (airport pick-up, etc.).

Communications and Marketing- 2 people and David Scott will assist.

Dine-arounds- will coordinate the dine-arounds and lunchtime Birds of a Feather tables

Presentation programs-committee is good as stands

Posters- This position starts in January. Call out, judge and physical set-up. David Scott does a lot of this already and will continue.

Conference Schedule-might need a 3rd person

Printing/design: Looking for someone who knows InDesign. Mari knows a professional who can assist. This starts in March. Pro Bono would be the way to go (in-house resource?) rather than a professional but \$ is available should we need it.

Sponsorships- Templates and contact names are already available. Maybe another person will be added to the committee.

Reception facility- Heather!

Volunteer Coordinator-Technical help, coordinate and schedule people- Emily Hayes

LSTA-Rachel Minkin

Scholarships- 5 people, review, promote, select Elizabeth Walker- Chair, Arlene, Cynthia, Ashley, Beth. 8 scholarships are available. Coordinate with library science students. Beth to provide testimony as previous scholarship recipient.

Next month's meeting will have an official agenda with committee reports. Date to be determined.

Respectfully submitted,

Cynthia Simpson

Vice President/ Chair Elect

3:56pm 9/25/2019