**Notes** MI-ALA Interim Board Meeting
Wednesday 12/17/2014  11 am
Attendees on call
- Cliff Haka
- Margaret Auer
- Christina Radisauskas
- Rachel Minkin (Chair)
- Stephanie Davis
- Mary Beeker (notes)
- Scott Garrison
- Heather Ladiski (MCLS)

Call to order at 11:01 am
Action: Agenda approved
Action: Minutes of last meeting approved

**Board Reports**
Treasurer's Report - (Haka)
- Update on amounts in MIALA checking account
- Other institutions that allocated funds for COLD might also contribute those allocated funds
- Invoices from lawyers and Vieth Consulting have been paid

**Partner Reports**
Report from MCLS (Ladiski)
- Ladiski will send a report document
- Quickbooks software for managing membership renewal/payment is up and running and invoices have been sent to members
- November 18th is cut-off date
- 153 members right now
- MCLS is creating a document to track work done in MIALA accounts (by Haka, Ladiski, etc)
- MIALA website
  - New site has been updated with basic information
  - Heather sent link to Board members for review and comments, and will re-send the link
  - Veith uploaded members into management system and Ladiski is spot-checking; should soon be able to send login information to members
  - Board members names have been added to calendar
  - There are tools on website to allow for communications
  - They created a Twitter account and will send that information
**Old Business**

Bylaws
- Auer made edits based on comments by Radisauskas
- Section 4: changed wording to reflect retired librarians are also included
- Moved section to Section 8, Article 5
- Changed paginated in the IRS report
- Question: Does Board agree to call these edits done
- Actions: Auer moved; Garrison seconded a motion to vote on approval of the bylaws
- Action: Board unanimously approved bylaws (draft 6 version)
- Auer will send this final version and Heather will put on website

MCLS contract
- Rachel received comments since last meeting and address them in email
- No other comments were voiced today
- This contract will be in place until June 2015
- Action: Garrison moved and Auer seconded a motion to sign contract
- Action: Board unanimously approved motion to sign contract

Website
- See above for more information in MCLS Report
- Heather will re-send current URL
- Date for training for website isn't confirmed Heather will notify us when it is arranged

Election for Section Chairs (Minkin)
- Beeker sent draft of invitation on 12/9 - includes letter to candidates, lists questions to answer if they are interested, lists people who said they're interested
- Garrison and Radisauskas and Auer suggested editing changes
- Beeker will send to candidates via Google Forms and put deadline for responses as Friday January 16, 2015 5 pm (simply filling out form is their response)
- Questions to candidates were approved as edited
- Tangent - “a spring meeting” - check yes or no as answer
- Board can discuss officer selection before May; this process should be documented in procedure manual

Directors’ and Officers’ Insurance (Davis)
- Davis did not receive a quote yet - when she gets it, she'll forward along

501(c)(3) Business (Minkin)
- The attorneys were working on old bylaws, Minkin will send them an updated version
- Minkin has email out to Atty. Lindsay Dangl and is waiting to hear back

**New Business**
ACRL Chapter Petition (Garrison)
Garrison recommends acting to associate ACRL Michigan chapter with MIALA

Possible steps:
  ○ Start a petition to establish a second chapter in Michigan
  ○ Have a petition to disassociate with MLA

There are multiple ACRL chapters in other states: CA and NY

Question: what are the ethics of putting a call out for signatures on our listserv?
  Garrison will investigate
  Garrison will put together a plan to review with the Board in January

Communication Report (Radisauskas)
  ● Last meeting of Communications committee was on 12/8
  ● Working through issues on using social media
  ● Planning on sending out a newsletter update in January
  ● Next Communication meeting January 12
  ● Radisauskas will put update on MIALA listserv

MIALA Logo (Garrison)
  ● Garrison will integrate comments and work with designers to integrate the idea

Future meetings: 1/14, 1/30, 2/11, 2/27, 3/11, 3/27
  ● Next meeting - come prepared to discuss meeting for May and June of 2015

Institutional membership
  ● Garrison and Haka approved the institutional fees structure
  ● Send a letter to academic library directors before we share the fee structure with everyone
  ● It’s more reasonable to have a 6-month membership to July 1 rather than 18-month membership
  ● Aim to send letter out January 5; target Michigan Academic list

Meeting adjourned at 12:04 pm