

MiALA Board Meeting Agenda
Thursday, June 6 at 1:00pm

Present: Darlene Johnson-Bignotti, Katrina Rouan, Mies Martin, Aaron Kilgore, Ed Eckel, Veronica Bielat, Denise Leyton, Kalyn Huson, Carin Graves, Rebecca Tull, Lori DeBie

Absent: Jennifer Mikesell, Sheila Garcia Mazari,

Call to Order: The meeting was called to order at 1:04pm.

Board Business Meeting:

1. Approval of Agenda - Eckel made a motion; Tull seconded. The motion passed.
2. Approval of [Minutes from May 2nd Meeting](#) - Martin made a motion. Leyton seconded. The motion passed.
3. Approval of Consent Agenda - Tull made a motion. Graves seconded. The motion passed.
 - a. Committee reports
 - i. Advocacy – no reports. This committee has not met since December.
 - ii. Awards – Congrats to Jen Fiero (Jackson College) our 2024 ALOTY recipient, and Honorable Mention winner Sara Memmott (EMU)! The announcement was made during the Birds of a Feature lunch at the annual conference; both recipients were surprised! Darlene will follow up with Kalyn and Rachel Ash (MLA) to finalize the logistics. The committee has been acknowledged and thanked; will recommend forming a standing committee next year to expand our awards. (Darlene)
 - iii. Conference Planning– End conference report to Library of Michigan due next week (Mies)
 - iv. Communications and Marketing – The Committee drafted a Media Communications Policy for Board review/discussion, which can be accessed [here](#). Discussion and feedback from the Board would be appreciated. One question that has yet to be determined and is not yet in the policy is the designation of a Board member(s) who is “authorized” to respond to media requests on behalf of MiALA. (Rebecca)
 - v. Executive – No report. (Darlene)
 - vi. IDEA – No report. (Katrina)
 - vii. Membership – We connected mentees and mentors for the mentoring program. 7 pairs! We will need more volunteers for next year. (Denise)
 - viii. Nominating – Elections are officially open! Members were sent an email with the link to the ballot. Voting closes June 14th at 5pm eastern.
 - ix. Ad-Hoc Committees:
 1. Strategic Planning Workgroup – Submitted a call for additional members to the newsletter (Denise)

2. Partnerships Committee (Ed, Mies, Katrina) — We have shared some ideas in a Google document but have not had a chance to meet and draft anything.
- b. Partner Reports- Our ACRL Chapter annual report is due July 19. Darlene will submit this before the end of June and update our Executive roster. (Darlene)
- c. Treasurer's Report – Will be working with Kalyn before the end of the fiscal year/leading into July on onboarding the new treasurer and moving our current savings into a high-yield account as we already approved in addition to making the deposit into savings we approved with the budget. We'll also review the actual spending of FY24 to our budgeted estimation that we approved last year (Denise).
- d. Interest Group Coordinating Council
 - i. Next Meeting - Tuesday July 11, 11am
 1. Join Zoom Meeting
 2. <https://umich.zoom.us/j/91903577984>
 3. Meeting ID: 919 0357 7984
 4. Passcode: miala-igcc
 - ii. Ed requested that the IGCC survey be posted in the next newsletter to gather more feedback. So far we have 8 responses. Ideas received:
 1. Gen AI
 2. Smart notes/Zettelkasten
 3. Open scholarship/OA publishing
 4. Student flourishing
 5. Library of Things
 6. Social Sciences
 7. Textbook affordability
 - iii. Certificates to IG leaders have been sent out.
 - iv. IGCC has requested End of Year reports - due by June 21.
 - v. June meeting will be for planning the transition to new IGCC.
- e. Board Actions via Email — None. (Darlene).

Old Business

1. Annual Conference Redux (Mies)

Martin - If you received the survey, please fill it out. We tweaked it to identify what programs people really liked.

Huson - There have been 45 responses to the conference survey so far.

Eckel - One of the presentation rooms had an overhead screen that was very high and created some visual challenges.

Huson - There could have been more restrooms.

Tull - Some wished the hotel was closer to the conference center. The food was great.

Rouan - Some would have liked the drink station to be more visible and accessible between stations.

Leyton - Parking was free and the rooms were co-located. It made it easy. The added outdoor patio space was great.

Huson - No one has reached out to host for next year.

Leyton - Last year our income was around \$30,000 and our expenses were around \$20,000. So far, based on spending through May, we brought in \$52,000 and we spent about \$41,000. There are still some expenses to be paid. But we do have room for additional expenses.

Martin - The conference committee was very concerned about the budget, but there isn't a target number.

I'm concerned about next year's conference since we don't have a venue yet.

New Business

1. Leadership Retreat (Mies)

Martin - The Donnally Center on Alma is set aside for the first two weeks of August. It will cost about \$875. We can host a coffee event in the library and then walk over to the venue. I have checked with the MCLS strategic planning team.

Leyton - The nice thing about working with the consultants is that they are the ones who need to do most of the planning.

Martin - We need to come up with a subcommittee for the Code of Conduct procedures.

Eckel - The IGCC is concerned about making sure there is a smooth leadership transitions between IG leaders. If there is even a half hour to get some leaders together, that would be great. However, if attendance is spotty, it can be challenging.

Martin - So if we can carve out some time for those who do show up, to handoff information, that would be nice.

Leyton - The end of the day can be a good time for that.

Martin - I'll reach out to MCLS (Pam and Jan) to get dates that will work in that timeframe. We'll put together an agenda to share with everyone who is continuing on the Board or newly elected.

2. New Board Transition (Darlene)

Johnson-Bignotti - The new members will be starting July 1st. I would encourage you all to reach out to the incoming board members to connect with them, welcome them. When I was elected as a Community College rep, I sort of got that, but it could have been more.

There is a Board repository that I will be sharing out. Please feel free to populate it with items you think we need archive.

Martin - Mary put together a great folder for documentation of the conference. Let's add that to the repository.

3. [Media Communications Policy draft](#) discussion (Darlene, Rebecca)

Johnson-B - Thank you to the Communications Committee for drafting this policy.

Tull - This came out of the questions being asked by a Detroit Free Press reporter about Wayne State Libraries.

Johnson-Bignotti - I think the MiALA spokesperson would depend on the nature of the request. If they are asking for comment on something more political or controversial, it should go to the executive officers.

Martin - I like that. It's a Board response and not an individual response.

Johnson-Bignotti - I think it is a good policy. It is clear. I think it needs to be easily accessible via our website. I would like to add that MiALA members who are asked to comment on academic libraries or about their library should consult their own media policies.

Leyton - Do we share back with the membership when we are asked for comment?

Tull - Maybe in newsletter, we can have a "MiALA in the news" future. We can link to the article and provide some context.

Johnson-Bignotti - I would do it outside of the newsletter. Send it sooner.

Tull - I give this feedback to the committee and we can vote on this at our next meeting.

The meeting was adjourned at 1:50pm.

Issue Bin / Future Agenda Items:

1. Student Liaison Position

Upcoming Board Meetings:

- August Leadership Retreat- TBD
- New Board meets in September- dates TBD