MI-ALA Interim Board
Wednesday 1/14/15 2 pm

Attendees on call
● Christina Radisauskas
● Rachel Minkin
● Stephanie Davis (Chair)
● Mary Beeker (notes)
● Scott Garrison
● Heather Ladiski (MCLS)
● Margaret Auer

Call to order at 2:04 pm
Action: Agenda approved as edited (add header with our name and date)
Action: Minutes of last meeting approved

**Board Reports**
Note: Haka will attend the Library of Michigan board meeting tomorrow 1/15/15

**Partner Reports**
Report from MCLS (Ladiski)
● Minkin set up a merchant account
● Ladiski and Radisauskas had training on managing pages
● Ladiski will have training on billing tomorrow
● Ladiski will send Board a reminder for final comments and approval before going live
● Board member should check on content of old site - let Ladiski know if anything else needs to be migrated
● Ladiski has been documenting rules/framework documentation and shared it with Minkin and documentation subcommittee
● Ladiski set up a social media accounts: facebook, twitter and google+

**Old Business**
Institutional membership (Garrison)
● Garrison rewrote part of letter to institutions based in comments from Davis, Haka, Radisauskas and Auer
● Institutional membership allows the director or someone appointed by director to get a complimentary membership
● Documented MI-ALA expenditures, including expenditures on MCLS contract, Vieth consulting, and contribution to MLA advocacy efforts
● Ladiski will mail to individual directors and carbon copy Board members

**Website**
● See MCLS member report (above)
● Question: can there be email addresses under “so-and-so@miala.org” -- yes and Ladiski will check on how this is done

Election for Section Chairs (Minkin)
● Only one response (for the UX Section chair)
● Interim Board - just name them
● Put out a general call on the MI-ALA listserv
● have responses by Sunday the 26th midnight
● Question: can the interim section chair name other officers? -- there are no procedures in place to dictate this, it seems reasonable for interim section chairs
● Beeker will review responses 4:30 Friday and suggest some text for a general call to MI-ALA listserv

Directors’ and Officers’ Insurance (Davis)
● Goal: provide protection for Board members who might be liable if someone sues MI-ALA
● need a small policy (e.g. getting sued for slander)
● minimum $690 and next level is $1047 for $2 million coverage; probably worth extra money -- go for a 2-year policy to lock in price
● There is a line item for terrorism insurance for a $0 -- this probably relates to a federal government requirement that it be offered; Davis will ask about that charge
● Once Board agrees to this, MCLS can pay the invoice

501(c)(3) Business (Minkin)
● Not much new due to conflicting schedules in December
● Lawyer has our updated text

New Business
Priorities for Interim Board (Davis)
● Question: is it reasonable to discuss our priorities for the reminder of our term
● similar list of accomplishments to report to members and work still to be done - a checklist
● Question: are there some activities that must take place which dictate Board work
● Minkin and Davis will come up with ideas -- have something to report at the February meeting

Procedures Manual (Davis)
● Ladiski did research on policies from other organizations and created some text as a starting point
● This document has been shared with Beeker, Radisauskas and Davis and they are reviewing
● Davis will share document with other Board members and give them the ability to comment on document (not edit)
Future meetings (Beeker)

- 2 pm on: 1/30, 2/11, 2/27, 3/11, 3/27
- 3 pm for Wed 4/8, Fri 4/24, Wed 5/6 and Fri 5/22

Meeting adjourned at 3:07 pm