

# MiALA Board Meeting Minutes

**Thursday, October 3, 2024**

Join Zoom Meeting:

<https://us02web.zoom.us/j/88414303541?pwd=pFd7jfvQcRGJMoJBk9BxZVwsk4XYFS.1>

Meeting ID: 884 1430 3541

Passcode: 832971

**Minute taker:** Ed Eckel (1-2pm)

**Attending:** Eckel, Garrison, Hroncheck, Hristova, Huson, Martin, Mazari, Mikesell, Minnis, Tull

**Absent:**

**Call to Order:**

The meeting was called to order at 1:00pm by Chair Martin.

**Board Business Meeting:**

1. Approval of Agenda
  - a. Moved to approve: Garrison
  - b. Seconded: Mazari
  - c. Vote to approve carried by vote.
2. Approval of [Minutes from September meeting](#)
  - a. Moved to approve: Eckel
  - b. Seconded: Minnis
  - c. Vote to approve carried by vote.
3. Approval of Consent Agenda:
  - a. Consent agenda moved: Hroncheck
  - b. Second: Hristova
  - c. Vote to approve carried by vote.
  - d. Committee reports
    - i. Advocacy – None of the people I asked are willing to be chairs of this committee. I will have to ask Paul Gallagher - he is the last person who mentioned he would be willing. (Ed)
    - ii. Awards – Missed the deadline for the October newsletter; will include a call for membership in the next issue. (Darlene)
    - iii. Conference Planning– The committee held their first meeting last week. They are working to finalize the theme. They are voting on the top contenders: Sustaining Excellence: Navigating the Challenges &

Opportunities; Driving Diversity & Inclusion in Academic Libraries; Libraries as the Heart of Academics. MHSLA plans to partner by hosting a pre-conference event on Sunday. The committee hopes to hold the pre-conference reception at the Flint Institute of Arts. If anyone has ideas for keynote speakers, please share the names with Heidi Keppen Palmer or Liz Svoboda.

- iv. Communications and Marketing – Nothing to report (Rebecca).
- v. Executive – No meeting/Report (Mies)
- vi. IDEA –
- vii. Membership – First meeting was 9/27. Initial goals include focusing on outreach, unless the Board has any particular charges.
- viii. Nominating – Call for committee members and planning for 2025-26 elections will kick off later this month. (Darlene)
- ix. Ad-Hoc Committees:
  - 1. Strategic Planning Team - The four stakeholder discussions were well attended. The membership survey is finalized and should be opening this week. MCLS is on track to provide reports in advance of the November 22 MiALA Strategic Planning Team Visioning Retreat. Co-chairs, Julie Garrison and Denise Leyton would like time to provide progress reports at the November and January board meetings. The Team anticipates having a draft plan to present to the Board in February and to deliver a final plan for approval by the Board in April/May. The Team will provide multiple opportunities for member feedback as the plan is drafted and finalized.
- e. Partner Reports- MMDP will work within our suggested framework. They will be using our standard [form](#). They've formed a new planning team and will be reaching out to us. (Mies)
- f. Treasurer's Report – No report
- g. Interest Group Coordinating Council – The IGCC has approved a funding request by the OER IG for \$800 towards conference scholarships at the MI OER Conference 2024 – Framing Open: The ART of Open Education. In September, the IGCC hosted two training sessions for IG leaders. Both were well attended and the recording and slides were afterwards shared with all IG leaders by their respective IGCC liaisons. The IGCC has approved the establishment of a new interest group -- Higher Education for Incarcerated Students -- which will be chaired this year by Sarah Kolk.
- h. Board Actions via Email – None Taken (Mies)

## Old Business

- 1. Treasurer's Report (Jessica)
  - a. CD vs. high-yield savings account

- i. Previously approved in March by board. Our current bank does not offer the high-yield account. Explored a 6 month or one year CD in our current bank.
- ii. Julie asked about having rolling funds, adding more funds to another fund in six months.
- iii. Initial motion: “Board previously approved moving our savings (including \$50,000 transfer from checking) to a high yield savings account. Proposal instead to place the funds in a Jumbo CD for 6-months or 1-year. (4.40-4.50% interest is similar).” This would still leave over \$100,000 flexible funds in checking.
- iv. We discussed the difference between the six month term and a year term.
  - 1. Also discussed starting separate CDs six months apart.
- v. Motion: Proposal is to place the \$100,000 funds in a CD for 6-months.
- vi. Motion to approve: Mikesell
- vii. Second: Garrison/Tull
- viii. Motion was passed by vote.

b. [FY25 budget addendum](#)

- i. Last year after the budget was approved, MiALA committed to the Strategic Planning process and approved a contract with MCLS for this work for \$12,750. Because of the anticipated budget surplus they felt very comfortable doing this, but it was not documented in either the FY24 or FY25 budget
- ii. Because this will be invoiced this year, I would like to propose a budget addendum to add this \$12,750 to the FY 25 budget under Consulting Costs.
- iii. Just spending last year’s surplus, which was the original plan.
- iv.

	FY24 Actual	FY25 Approved
Net Revenue	\$101,580.12	\$95,441
Net Expenses	\$89,595.77	\$106,695.96
End of Year	\$11,984.35	\$(24,004.96)

- v. Moved to approve: Eckel
- vi. Seconded: Mazari
- vii. Motion passed by vote.

2. [Conference Recommendations](#) (Julie)

- a. Julie shared these recommendations with the board earlier this week. Come from recommendations from Mary O’Kelly.
- b. See five recommendations in the recommendations document.
- c. Martin asked about what organizational changes we would need to make to address these recommendations.

- i. Garrison suggested next steps:
  1. Develop a small working group to look over the document. Identify changes needed.
  2. Garrison volunteered to lead this group. Hroncheck and Mikesell volunteered to work with Julie.
  3. Select a conference city and develop an RFP to send to the convention and visitors bureau - with Kalyn's assistance?
    - a. The Board may need to contract for additional staff support from MCLS to assist with this.
    - b. Board could take some of this on this year, and renegotiate contact with MCLS.
  4. Identify a chair of the conference committee. Board would need to find this person - to help pull together the conference.
  5. The working group will bring a plan to the November meeting for further discussion.
  6. Martin will arrange a conversation with Scott Garrison and Kalyn to see how feasible this would be.
  7. New strategic plan or initial data collected may have an effect on this process.
  8. See also MCLS contract renegotiation in New Business.

#### **New Business**

1. MCLS contract renegotiation - November
  - a. Mies is hoping to have us discuss this in November.

#### **Issue Bin / Future Agenda Items:**

1. Student Liaison Position
2. Code of Conduct (Katrina) - November meeting
3. Committee chairs and committee appointment process (Hroncheck, Minnis)

Garrison made a motion to adjourn; Hristova seconded. The meeting was adjourned at 1:39pm.

#### **Upcoming Board Meetings:**

Thursday, November 7th, 1pm

Thursday, December 5th, 1pm