
Board Meeting Minutes

Conference Call

February 14, 2018

Attendees

- Melissa Dollman
- Dennis Doros
- Casey Davis Kaufman
- Andrea Leigh
- Yvonne Ng
- Teague Scheniter
- Lauren Sorensen
- Jayson Wall

Also attending

- Laura Rooney

Absent

- John Polito

Meeting opened at 9:08am: DDoros, president, presided, a quorum was present.

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Motion: **Subject to changes made to draft, vote to approve the Minutes from the January 12 and 13 Meeting.**

Motion by TScheniter, seconded by MDollman

Vote: Motion approved unanimously

Action Item: LSorensen will post final Minutes to BaseCamp

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Motion: Approve the Minutes from the November 28 Board Meeting in New Orleans.

Motion by MDollman, seconded by JWall

Vote: Vote to approve: MDollman, DDoros, CDKaufman, YNg, TSchneiter, LSorensen, JWall

Abstain: ALeigh

Motion approved.

Action Item: LSorensen will post final Minutes to BaseCamp

Board & Committee Call Schedule

During the recent Committee Chair/Board call it was agreed to schedule the next call in April, with calls scheduled every two months rather than the original three month interval. The Board agreed to add calls and to revise the Board and Board/Committee Call schedule.

Action item: LRooney will post the new schedule to BC3 for Committee Chairs

Action item: TSchneiter will investigate video conferencing options for upcoming Board calls. LRooney will investigate costs of offering video conferencing as a tool for committees and groups.

JWall left the meeting at 9:29am. A quorum still present.

Diversity, Equity, and Inclusion

The Board discussed DEI activities including; a follow up on the Committee Chair/Board conference call with questions for discussion through BC3 with chairs and chairs with their committees; TSchneiter and LRooney are developing a worksheet on travel grants for discussion

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for subsequent board call; scheduling a follow-up discussion about how the Community Archiving Workshop can integrate with DEI goals.

Action item: TSchneider and LRooney will draft a note to committee and group chairs as a reminder of AMIA's DEI goals and encouraging all volunteers to be mindful of those goals into their committee/group work and projects.

Elections Committee Roster

To date, the board has received no volunteers or nominations from the membership to serve on the Elections & Nominations Committee. The Board is responsible for finalizing the roster by February 28th, so will discuss potential members via BC3 with the goal of a balanced roster representative of the membership and our DEI goals. In addition, the board will send a reminder email and post to social media for the membership.

Action item: DDoros and LRooney will draft an email reminder to members about EC nominations and LRooney will post reminder to social media.

Action item: Board members will post potential Committee members to BC3 by Monday, February 19th.

Newsletter Name

The Board moved the discussion to BC3 about potential Newsletter names and URLs and scheduled a vote for the March call.

Community Archiving Workshop Proposal

In partnership with archivists from the National Museum of the American Indian (NMAI) the CAW has submitted a proposal to run a full day pre-conference workshop on Tuesday October 9. Moriah Ulinskas submitted a proposal to the board for funding to support the Workshop.

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The Board discussed the workshop and plans already underway for MDollman to attend ATALM representing AMIA as part of outreach efforts to indigenous archives and communities and how best to work together to exchange information and increase collaboration with ATALM and its members. The Board also discussed how postcards or other materials should be made available as an AMIA-sponsored activity.

There is currently funding available from a sponsor for CAW activities in the amount of \$5,000.

Motion: **Approve up to \$5,000 in budget for the CAW workshop proposal at ATALM. The workshop will be in collaboration with AMIA and CAW representatives will be ambassadors of AMIA throughout the conference, with how the workshop will be titled and AMIA publicity and outreach materials to be determined.**

Motion by TSchneider, seconded by LSorensen.

Vote: Approved unanimously.

Action item: LRooney will notify Moriah Ulinskas of the Board's vote.

Action item: If the CAW proposal is accepted, the Board will discuss ways of ensuring a cohesive and impactful presence at ATALM, and will investigate costs associated with different methods.

Review: Fiscal Sponsorship

Board members will review the Fiscal Sponsorship documents and post questions, clarifications, potential changes to BC3 with final review due by the March conference call.

The Board call adjourned at 10:02am