
Board Meeting Minutes

Conference Call

April 26, 2018

Attendees

- Melissa Dollman
- Dennis Doros
- Casey Davis Kaufman
- Andrea Leigh
- John Polito
- Teague Schneiter
- Lauren Sorensen
- Jayson Wall

Also attending

- Laura Rooney

Absent

- Yvonne Ng

Meeting opened at 9:06am: DDoros, president, presided, a quorum was present.

Meeting Minutes

Motion: **Approve the final version of the Minutes from the March 21 Meeting of the Board.**

Motion by DDoros, seconded by JPolito

Vote: Motion approved unanimously

Action Item: LRooney will post final Minutes to AMIA website and Lauren will post to BCamp

Board Meeting Minutes

LTV Task Force

- Motion:** **Extend the LTV Task Force through April, 2019**
Motion by CKaufman, seconded by MDollman
- Vote:** Motion approved unanimously
- Action item:** LTVTF liaison, JPolito will inform the Task Force. As part of the next report to the Board, he will ask that they include a recommendation on how/if the work of the committee will continue after April 2019.
-

Update: DAS

Finalization of the DAS program is continuing, and working to identify a Keynote to speak to the overarching theme of this year's DAS – the access to and use of media materials.

- Action item:** DDoros will open a BC3 discussion for the Board for keynote suggestions.
-

Potential IDA Collaboration

In a discussion with IDA, there is the potential for an AMIA session addressing the importance of archives/preservation for independent filmmakers. The Board discussed addressing metadata and storage issues, standards, and the potential of developing online tools beyond this collaboration.

- Action item:** DDoros will open a BC3 discussion for the Board for suggestions on speakers, topics, and potential moderators.
-

Board Meeting Minutes

Board/Chair Conference Call Follow-up

Regional Meet Ups. The discussion of regional meet ups led to a Board discussion about budgets for committees. Currently a project budget, the board discussed ways of opening the budget to smaller amounts giving committees a yearly deadline to apply annually for funds to support committee work. The Board also agreed to review the budget for committee projects.

Action item: LRooney will prepare a potential budget and call for annual budgets for the Board's review on BC3 and a future call.

Action item: The Board will review the 2018/19 budget for committee funding and discuss procedure for submitting proposals on our next call.

Board Minutes. The Board agreed to post Board Minutes on both the AMIA website and on BC3, encouraging members to opt in for BCamp.

Action item: The office will begin work on a strategy to include BC3 in overall AMIA communications. Meeting minutes will be posted both to the website and Basecamp.

Newsletter Name. Following up from the suggestion on the Committee/Board call, LRooney reached out to FOCAL about any potential confusion with Focal Point as a Newsletter suggestion. The response from FOCAL: "It could be a bit confusing if AMIA call their newsletter Focal as it's a similar organisation and this is direct communications to [your](#) members."

The Board discussed AMIA Focal Point as the option, adding AMIA's name in the title to avoid any confusion with the FOCAL organization.

Action item: The office will prepare a poll of members on the three finalist names: AMIA Focal Point, Playback, and AMIA POV.

Action item: LRooney will respond to FOCAL to let them know about the name change and ask for any further feedback.

IMLS Grant

Board Meeting Minutes

DDoros reported to the Board that the IMLS grant proposal from the Community Archiving Workshop was accepted and AMIA will serve as Fiscal Sponsor.

Update: ATALM & CAW Presentation

The Community Archiving Workshop was approved for the ATALM conference in October. Part of the funding approved by the Board is the opportunity for a workshop participant to attend the AMIA conference in Portland.

Action item: MDollman will coordinate with the CAW group as the conference gets closer on AMIA's support as well as outreach to the ATALM community.

Review: Fiscal Sponsorship

In reviewing the Fiscal Sponsorship program, the Board identified items within the current program

- How AMIA is reflected in information about the project
- Does the fee rate properly reflect the resources needed to manage the fiscal sponsorship?
- Should there be a Letter of Agreement or Memo of Understanding for each fiscal sponsorship?
- Clarification of membership requirements, maximum number of projects per year, re-apply/appeal process

After discussion the Board agreed that in addition to revisions to the Fiscal Sponsorship program materials, there should be an accompanying document for the Board's review of proposals to ensure continuity of considerations around transparency.

Action item: LRooney will incorporate the Board's revisions into the current documents and post for Board review and vote

Board Meeting Minutes

Action item: LRooney will draft a process document for the Board’s review outlining questions and guidelines for the board to consider in reviewing Fiscal Sponsorship proposals.

National Film Preservation Board

The Board discussed AMIA’s representation to the NFPB. Current members have served since 2011, and the Board discussed forming a policy in its approach to its NFPB representation and will follow up discussion on BC3 with a vote at a future meeting.

Review: AMIA Listservs – Tabled for next meeting.

The Board call adjourned at 10:37am