

Board Meeting Minutes

Board Meeting: Los Angeles

August 27, 2018 . Academy Film Archive

Attendees

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

Also attending

- Laura Rooney

Meeting opened at 9:09am: DDoros, President, presided, a quorum was present.

Current Project Review, continued.

ATALM Conference. The Community Archiving Workshop was accepted at the ATALM Conference. A portion of the funding allotted is to link between the ATALM conference and the upcoming AMIA conference in Portland.

Action Item: MDollman and LRooney will follow up with the CAW workshop leaders on the best opportunities to build those links.

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Community Fund – Go Fund Me Campaign. Board members and the office will continue to promote the campaign and encourage Committee chairs to do so through their networks.

ALA 2019 Outreach. At its January meeting, the Board agreed to explore the possibility of a booth and outreach effort at the ALA conference in 2019. With proposals for ALA due, the board agreed to move forward with a potential session and booth.

Action Item: ALeigh and DDoros will collaborate on a proposal for the 2019 ALA conference.

Code of Ethics Review. The Board will seek the input of the Advocacy Committee and the membership in its review of the Code of Ethics.

Action Item: LSorensen will draft a call for comment from the membership.
Action Item: TSchneider will ask the Advocacy Committee to review the comments and make recommendation(s) to the Board on any changes to the Code of Ethics.

Diversity, Equity, and Inclusion Activities. One of the topics at the leadership gathering at SAA was diversity, equity, and inclusion efforts at other organizations. The Board discussed ways of progressing the conversations within AMIA, including: gathering resources on cultural competency for committee leaders and members; small group discussions centered on DEI topics at the conference in Portland; and, a listing of resources on the website.

Facilitated Discussions. In conjunction with the plans for small group discussions at the conference, TSchneider and CDKaufman are planning a webinar to offer training in facilitating discussions. While first focused on the conference, the board discussed adding potential “virtual connect” discussion guidelines for committees and members. The Board will follow up on this project post-conference. .

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AMIA 2018

Board Activities. Final meeting for this Board is Tuesday November 28, 2018, new Board members are invited.

Committees. Following up on the Board/Committee call in August, the Board discussed ideas to encourage attendance at Committee meetings including a letter to all attendees prior to the conference inviting them to meetings; including open committee meetings as part of the conference orientation; encouraging “out-of-the-box” type meetings.

DLF Partnership. For the fifth time the Digital Library Foundation will partner with AMIA on Hack Day. They are sponsoring travel for a developer to the conference, and AMIA will cover registration fees.

Newcomer’s Orientation. The Board agreed to have a single issue call to discuss the orientation and review the presentation outline.

The pAVilion. The Board discussed ways to encourage participation within the pAVilion including an exhibitor passport program. The Board brainstormed ideas for activities within the pAVilion, in particular for Friday’s schedule.

Small Group Discussions. An area for small roundtable discussions will be available in the pAVilion. TSchneiter and CDKaufman are planning a webinar to offer training in facilitating discussions. The Board agreed that topics should include diversity, equity, and inclusion, and that a call for topics be open to members.

Screenings. Subject to the cost of the venue, the Board agreed to a day-long series of screenings open to the public on Saturday, December 1st. While a number of proposals for screenings have been received, they were not solicited and in order to offer committees the opportunity to submit proposals, a call will go to the committee chairs for submissions.

In addition to the Saturday screenings, the Hollywood Theatre is interested in programming a 70mm screening in collaboration with AMIA the week of the conference.

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Opening Night. The Board discussed the popularity of both Trivia Night and the screening done in New Orleans and agreed to offer both for opening night in Portland.

The Board discussed other potential activities at the conference with a focus on providing a welcoming atmosphere and multiple ways to engage with colleagues for both new and veteran attendees.

Membership

The Board discussed AMIA's membership structure and benefits. The Board agreed that our goal is to ensure that AMIA remains accessible and can encourage a broad range of members. With that in mind, the Board discussed ways of restructuring dues to better reflect the membership, both individual and institutional. Discussion of looking at membership dues and considering precarious employment for those working in non-profit and academic sector. Idea to research other orgs for comparison. Discussion of a "bridge rate" - no more than two years; for the contingently employed and unemployed.

The Board discussed the benefits AMIA offers the membership, and what new benefits would be of most value to current and new members. The Board will review the 2017 membership survey, and carry the discussion to BaseCamp with suggestions for new/revised member benefits.

Action Item: LRooney will submit a worksheet to the Board including different ideas for potential ways of approaching membership dues.

Action Item: The Board will start a BaseCamp discussion about potential membership benefits..

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Documents Review: Travel Policy

The Board reviewed the proposed changes to the Travel Policy and agreed to add that accommodations must be made at reasonable rates within a reasonable distance of the location.

Motion: To adopt the revised AMIA Travel Policy as attached.

Motion by JPolito, seconded by ALeigh

Vote: Motion passes unanimously.

Documents Review: Strategic Goals & Vision

The Board discussed the Strategic Goals & Vision document, agreeing that it is important that it include wording that reflects AMIA's commitment to supporting DEI initiatives, as well as collaboration between archives, archivists, and like-minded professionals.

Action Item: ALeigh and LRooney will provide a draft reflecting the Board's discussion for approval by the November call.

Documents Review: Registration Policy

The Board agreed that the policy should reflect that AMIA encourages institutional support, but recognizes that in some cases there is extraordinary time spent at the conference over and above normal volunteer duties directly on behalf of the AMIA and/or the event.

Action Item: LRooney will provide a draft reflecting the Board's discussion for approval by the November call.

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Review: Organizational Relationships

The Board discussed ways of better collaborating with other organizations, including creating guidelines for liaison reporting, a review of formal v. informal relationships, and ways of building stronger bridges with current relationships.

Action Item: LRooney will post a list of organizations and their formal v. informal status, as well as any known liaisons, for Board review.

Action Item: On BaseCamp, the Board will create a list of potential organizational relationships and/or liaisons. .

Upcoming Calls and Meetings

The Board agreed to cancel the call scheduled for September 19 and added a single issue call on September 25th to discuss the Newcomer's Orientation at the Conference.

The meeting adjourned at 5:30pm