



Board Meeting Minutes

Conference Call

November 14, 2018

Attendees

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

Absent

- Jayson Wall

Also attending

- Laura Rooney

Meeting opened at 9:37am: DDoros, President, presided, a quorum was present.

Meeting Minutes

Motion: Approve the Minutes from the August 26 and August 27 Meetings of the Board.
Motion by MDollman, second by TSchneiter

Vote: Motion passes unanimously.

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Action Item: LRooney will post the final Minutes to Basecamp and the website.

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Motion: Approve the Minutes from the October 3 Meeting of the Board with two corrections.
Motion by TSchneiter, second by CDKaufman

Vote: Motion passes – 6 yes/2 abstain

MDollman	Approve	DDoros	Approve
CDKaufman	Approve	ALeigh	Approve
YNg	Abstain`	JPolito	Abstain
TSchneiter	Approve	LSorensen	Approve

Action Item: LRooney will post the final Minutes to Basecamp and the website with noted corrections:

Board Schedule at Conference

The Board reviewed the conference schedule and the agenda for the Membership Meeting. The Board discussed hosting a table in the pAVilion.

Action item: LRooney will ask for times Board members are available to be at a table in the pAVilion during the conference.

Code of Conduct

The Board received complaints about a line in a campaign statement during the 2018 AMIA election. Because the complaints involve a sitting board member, and point

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person for the Code of Conduct who has since be reelected, the board discussed a public statement sent to the membership.

The Board reviewed the Code of Conduct with a focus on strengthening the ability to report violations of the code, offer training to board members and staff, and involve the membership in Code of Conduct reviews regularly.

In its review, the board noted the following changes should be reflected in a revised Code of Conduct

- The number of board point persons be increased to allow additional more avenues for violations to be reported. While board members who are not liaisons may hear a complaint, the liaisons are responsible for ensuring the complaint is addressed by the board and follows procedures as outlined in the Code of Conduct.
- Because any Board or staff person may hear a complaint, it is important that training in conflict resolution and/or crisis intervention be offered to all board and staff members.
- While the Board reviews the Code of Conduct at minimum on an annual basis, it is important that the membership have the opportunity to give input into the Code on a regular basis as well. The board agreed to open the Code of Conduct to membership comment bi-annually, beginning in 2019.

Motion: Approve the revised Code of Conduct, with changes added to the document change log.
Motion by LSorensen, second by JPolito

Vote: Approved unanimously.

Action item: LSorensen will add changes to the document change log.
Action item: LR Rooney will post the revised Code of Conduct to the website.

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- Action item:** Following the Conference, LRooney will add Code of Conduct to the main menu of the AMIA website.
- Action item:** Notice to the membership will be drafted and reviewed by the Board, to include significant changes to the Code of Conduct.

Motion: The Board appoints Andrea Leigh, Yvonne Ng, and John Polito as Code of Conduct liaisons.
Motion by MDollman, second by TSchneider

Vote: Approved unanimously.

- Action item:** Liaisons and staff will complete training before the Conference begins on November 27th
- Action item:** All other Board members will complete training as soon as possible – and will strive to complete it before the conference begins
- Action item:** LRooney will add the Code of Conduct liaisons to the Conference website with photos.

Meeting adjourned at 10:35am.