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# Board Meeting Minutes

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## Board Meeting

November 27, 2018

Portland, Oregon

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### Attendees

- Melissa Dollman (at 11:56am)
- Dennis Doros
- Casey Davis Kaufman
- Andrea Leigh
- Yvonne Ng
- John Polito
- Teague Schneiter
- Lauren Sorensen

### Also attending

- Laura Rooney

### Absent

- Jayson Wall

Meeting opened at 9:48am: DDoros, president, presided, a quorum was present.

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### Meeting Minutes

**Motion:** **Approve the Minutes of the November 14 Conference Call.**

Motion by JPolito, seconded by ALeigh

**Vote:** Motion approved unanimously

**Action Item:** LRooney will post final Minutes to AMIA website and to BCamp with a link to the approved Code of Conduct.

**Action Item:** The review schedule for the Code of Conduct will be added to the January Board meeting agenda for discussion

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## Code of Conduct

The Board discussed how Code of Conduct concerns are reported. The board agreed that language will be added to the Board Handbook outlining that Board members made aware of a Code of Conduct concern – directly or indirectly – they are responsible for reporting it to the Board. The Board will discuss reported concerns to determine a possible course of action.

The Board agreed that Board Minutes will reflect when a Code of Conduct complaint has been made, while maintaining confidentiality at all times.

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Melissa Dollman joins at 11:56am.

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## Code of Conduct Complaint

The Board responded to a written Code of Conduct complaint.

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## Awards

The Board discussed broadening AMIA's Awards to recognize the work of archivists and archives in a public forum to raise awareness and to raise the profile of professionals in our field.

**Action item:** LRooney will add Awards to the January Board meeting, as well as a potential Task Force.

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### **PBCore**

The Board discussed the future of PBCore. While WGBH has the copyright for PBCore, available under an open license, as an organization and a user it is not in a position to be the steward of a metadata standard for the profession.

The Board discussed how other organizations maintain standards and the resources needed as well as how an AMIA Technical Committee could collaborate with other organizations in this area.

**Action item:** The January Board meeting will include a discussion of how standards organizations maintain them.

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### **Administration**

The Board reviewed the proposed list of 2018/2019 Board liaisons and will confirm at the January meeting.

The Board reviewed Board commitments at the conference and the agenda for the membership meeting, as well as the “debut” of the AMIA song at the Newcomers Orientation.

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The Board meeting adjourned at 5:09pm.

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