

Board Meeting Minutes

Conference Call

April 17, 2019

Attendees

- Melissa Dollman
- Dennis Doros
- Casey Davis Kaufman
- Andrea Leigh
- Randal Luckow
- Taylor McBride
- Yvonne Ng [partial]
- Teague Schneider

Absent

- John Polito

Also attending

- Laura Rooney

Meeting opened at 9:36am (PDT): DDoros, president, presiding, a quorum was present.

Meeting Minutes

Motion: **Approve the Minutes from the February 6, 2019 Conference Call with two changes.**

Motion by TSchneider, second by MDollman.

Vote: **Motion approved unanimously.**

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



Board Meeting Minutes

Elections Committee Roster

Motion: Approve the Elections Committee roster to include James Mockoski, chair; Wendy Shay, Lorena Ramirez-Lopez, Jennifer Jenkins, and Siobhan Hagan
Motion by MDollman, second by T McBride

Vote: Motion approved unanimously.

The Board thanked the committee for agreeing to serve.

Publications Committee Co-Chair

Motion: Approve Karen Gracy as co-chair of the Publications Committee.
Motion by CDKaufman, second by ALeigh.

Vote: Motion approved unanimously.

The Board thanked Karen Gracy for agreeing to serve.

Project Proposal: University of Amsterdam Student Chapter

Motion: Approve up to \$500 for the event project proposed by the University of Amsterdam Student Chapter, with a request for a report and photos following the event.
Motion by MDollman, second by TSchneider.

Vote: Motion approved unanimously.

Action Item: LRooney will notify the Student Chapter and the Education Committee.

Board Meeting Minutes

Code of Conduct

In February the Board opened the Code of Conduct for membership review. The Board adopted changes to both the reporting form and the Code of Conduct based on the recommendations received during the review.

Changes were made to the reporting form clarifying the purpose of the form (including who will read the form and what the expected follow-up should be), and language was added clarifying that the online form does not track any identifying information (ensuring anonymity); changes were made to the procedural form to codify that changes to the COC are reported to the membership; changes were made to the COC reporting form and the procedural to remove the need for the person reporting the incident to identify which section of the COC was violated.

Motion: Approve the changes to the online Code of Conduct reporting form.

Motion by ALeigh, second by CDKaufman

Vote: Motion approved unanimously.

Motion: Approve the changes to the Code of Conduct and the Code of Conduct Procedural Guidelines

Motion by MDollman, second by TMcBride

Vote: Motion approved unanimously.

Action Item LRooney will post the revised Code of Conduct documents online.

Action Item: LRooney will draft a notice to the membership for Board review.



Board Meeting Minutes

DAS Update

Planning continues on DAS New York. The program is almost complete and program chairs Nick Gold and Jamie DiVenere are finalizing the program and schedule.

CEA Task Force

Motion: Approve the addition of Brianna Toth to the CEA Task Force roster.
Motion by TSchneider, second by ALeigh

Vote: Motion approved unanimously.

Yvonne left the meeting

Sponsorship

The Board thanked **Image Protection Services** and **DuArt** for becoming new sponsors of AMIA. ImagePro joins as a Gold Level Sponsor, providing support for all of AMIA's year round activities.

AMIA-Member Listserv

In 2017, the AMIA-L and AMIA-Member listservs were merged and moderation added. At the time, the board scheduled a time to revisit the merge of the lists to evaluate the change. In reviewing the list merge, the Board noted that while AMIA-L has a large subscription base, there has not been a significant number of new member subscriptions to AMIA-L and so the majority of members do not receive the list. As a result, the merge has resulted in less ability for members to communicate with each other and the Board agreed that AMIA-Member should be reinstated.

Board Meeting Minutes

Since the merge of the lists, there hasn't been a significant number of new member subscriptions to AMIA-L. So, while AMIA-L continues to have a large subscriber base, it doesn't reach many of our members. Members have told us that the public nature of AMIA-L prevents them from participating, others that the volume of discussion is more than they can read. As a result, we've found that merging the two lists has given members less ability to communicate with each other and with AMIA's committees and groups, the board, and the office.

A **Guide to AMIA Communications** will be posted to the website.

Motion: **Reinstate AMIA-Member as a moderated listserv for AMIA members in line with the definition outlined in the Guide to AMIA Communications.**

Motion by TMcBride, second by MDollman

Vote: **Motion approved unanimously.**

Action Item LRooney will establish a service provider for the list and report back on a potential launch date, targeting May 1st.

Action Item LRooney and TMcBride will draft a notice to the members for Board review once the launch date is established.

Committee Elections

The following Committees are in the midst of elections this year: Open Source, International Outreach, Moving Image Related Materials and Documentation, Independent Media, Cataloging & Metadata. Calls for nominations have been sent to each committee and the office is working to have ballots finalized in the next few weeks.

Women in AV Technology Scholarship

Board Meeting Minutes

The Board thanks George Blood and George Blood LP for sponsorship of the **George Blood Women in Audiovisual Archiving and Technology Scholarship** this year.

NFPB Diversity Task Force

The NFPB Diversity Task Force, and with collaboration from AMIA's Advocacy Committee and CEA Task Force, will hold open forums for input as well as participate in a survey that looks to collect data on the field. This aligns with AMIA's goals to collect information from members and the broader field to identify areas where advocacy, education, and resources are most needed.

Proposal for AMIA Collaboration on Home Movie Day Project

The Board discussed a proposal to collaborate on a Home Movie Day project later this year. Enthusiastic about the project, the Board needs additional information on the role for AMIA.

June Meeting: Call to Membership for Agenda Items

Action Item: TMcBride and LRooney will draft a call to the membership For board review.

Administrative

Action Item: LRooney will survey the Board for a new September call date.
Action Item: CDKaufman will prepare a board worksheet for an Advocacy Day in November in conjunction with the conference.



Board Meeting Minutes

Call adjourned at 10:36am.



AMIA

Board Meeting Minutes
