

# Board Meeting Minutes

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## Board Call

April 15, 2020

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### Attendees

- Snowden Becker
- Melissa Dollman
- Dennis Doros
- Andrea Leigh
- Regina Longo
- Randal Luckow
- Taylor McBride
- John Polito
- Teague Schneiter

### Also attending

- Laura Rooney

Meeting opened at 10:37am (PDT): DDoros, president, presiding, a quorum was present.

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### Meeting Minutes

**Motion:** **Approve the Minutes from the March Meeting.**

Motion by JPolito, second by SBecker

**Vote:** Motion passes unanimously.

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

**Action Item:** TMcBride will post notice to members via AMIA-Member.

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### Sponsorship of No Time to Wait

The Board discussed sponsoring the No Time to Wait (NTTW) conference in the amount of \$500, currently scheduled as an in-person event. While the Board are all in favor of supporting the

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event, they also agreed that with the with AMIA's primary incomes from sponsorship and events uncertain, AMIA's funding may not make financial support possible. The Board agreed to revisit the request in May.

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### **Pursuing a Payment Protection Program Loan for AMIA**

With the Covid-19 and economic crises, AMIA's finances cannot withstand long-term income loss. Membership dues have been structured at low rates to allow them to be accessible to the broadest range of member incomes, and instead AMIA has relied on event income and sponsorship to support operations and programs. With events not currently possible, and sponsorship income uncertain, the Board is discussing a number of contingency plans to ensure AMIA's long term sustainability. With staff costs a significant portion of operating expense, contingencies include staff furloughs and lay-offs.

The Board discussed plans to pursue a Paycheck Protection Program loan from the Small Business Administration under the CARES Act. The provisions of the loan allow for forgiveness of money borrowed that is spent on payroll costs, rent and utilities. The loan will allow two months of full payroll, leaving the Board time to assess the economic situation in June.

**Motion:** **To pursue a loan under the CARES ACT Payment Protection Program. Board President Dennis Doros, Board Treasurer Randal Luckow, Board Secretary Taylor McBride, and Managing Director Laura Rooney will work on behalf of the Board to identify potential lending institutions, and each are authorized to make an application on behalf of the Association.**

Motion by RLongo, second by JPolito

**Vote:** Motion passes unanimously.

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### **Updates**

**Institute of Museum and Library Services (IMLS) Grant Proposal.** The IMLS grant proposal was submitted, with notification due later this year.

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**Hollywood Foreign Press Association (HFPA) Grant Proposal.** The HFPA grant proposal was submitted. There is no set notification date.

**AMIA Diversity and Inclusion Fellowship Pilot (ADIFP).** The current Covid-19 crisis has impacted all of our internship partners, and while some will postpone internships until workplaces are fully functioning again, others have cancelled their internships completely for 2020. This has made it necessary for the program to be reconfigured to emphasize the online learning and mentorship aspects. It has offered an opportunity, however, to expand the program to include Fellows participating online only. Currently, the plan is to move from four to six Fellows, with three local internships (dates TBD) and three online only participants.

**Continuing Education Advocacy (CEA) Task Force.** Brianna Toth has agreed to co-chair the task force with Andy Urich. Ed Benoit, Ethan Gates, Jackie Jay, and Jess Cayer have agreed to serve on the Task Force as well. The Task Force is working on a series of three webinars to be offered in May/June with a focus of meeting people online where they are currently in their work. A sliding scale of fees is being discussed and will be sent to the Board for review.

**Digital Asset Symposium (DAS).** Rescheduled for September 17<sup>th</sup>, and the DAS programming group will continue to meet on potential webinars this summer. The date will continue to be reassessed in line with the impact of safer at home and travel restrictions.

**AMIA 2020.** In light of the current health and economic crises, the Board agreed that we should be prepared to pivot to a virtual or hybrid conference model, as well as continuing to discuss in-person meeting dates with the El Paso Convention and Visitor Bureau.

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### 2021 Event in Amsterdam

The EYE Filmmuseum has proposed a “save the date” announcement for the 2021 event. The Board agreed that the announcement should wait until there is more certainty surrounding potential travel and venue restrictions in light of the Covid-19 environment.

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### AMIA 2021

While normally AMIA would be doing site visits for potential 2021 venues, in light of the current environment and the uncertainty of the 2020 conference, the office has not moved forward with 2021 plans as yet. There will likely be more competition for venues for Fall of 2021 based



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on the number of conferences and events cancelled through Spring of 2021 and the current predictions of when Covid-19 restrictions might be lifted, but other organizations are also wary of signing this soon.

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### Board Reviews

**Code of Ethics.** The Board agreed to open a review and ask the Advocacy Committee to consider a full membership review similar to the Code of Conduct.

**Board Guide.** The Board agreed to review the Guide and post suggested updates through Basecamp.

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Meeting adjourned at 11:53am (PDT)