



## Board Meeting Minutes

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### Board Call June 17, 2020

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#### Attendees

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

#### Also attending

- Laura Rooney

Meeting opened at 10:11am (PDT): DDoros, president, presiding, a quorum was present.

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#### Meeting Minutes

**Motion:**                    **Approve the Minutes from the May Meeting.**  
Motion by JPolito, second by ALeigh

**Vote:**                        Motion passes unanimously.  
SBecker and TSchneiter not in attendance for vote.

**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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SBecker joins at 10:15am (PDT)

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### AMIA 2020

The Board discussed the result of the survey sent to members and conference attendees regarding an in-person v. virtual meeting in November. The survey cited health concerns, travel restrictions, and budget cuts as primary reasons for not attending an in-person meeting.

In considering a virtual conference, the survey cited time zones, fees, broader program participation, and ways of connecting to other attendees as considerations in structuring a virtual event.

**Motion:** **Release dates currently held for November, 2020 by the El Paso Convention and Visitors Bureau (CVB). Ask for a tentative in person date for February, 2021 with the option of moving that to November, 2021 dates if needed.**

Motion by MDollman, second by SBecker

**Vote:** Motion passes unanimously.  
TSchneiter not present for vote.

**Action Item:** LRooney will contact the El Paso CVB and the AMIA Conference Committee.

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TSchneiter joins at 10:38am (PDT)

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### AMIA Office

With the recent CARES Act Payroll Protection Plan loan expiring June 30<sup>th</sup>, the Board discussed the ongoing economic crisis brought on by the COVID-19 pandemic. AMIA's income relies primarily on events and our partners and sponsors. With in-person events potentially not possible for the next year, AMIA is pivoting to virtual event models and looking at the financial impact to the organization. While AMIA is fortunate to have some reserves, the Board recognizes that it is important AMIA is prepared for an extended financial impact.

**Motion:** **On July 1, the office staff hours will be reduced for all staff. Staff hours will be reserved for key operations such as grants and event preparation, and critical infrastructure such as elections and**



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**finance. During this time, AMIA will continue to pay employee medical insurance. RLuckow, as treasurer, will file any paperwork necessary on unemployment benefits for the staff.**

Motion by DDoros, second by TMcBride

**Vote:** Motion passes unanimously.

**Action Item:** LRooney will prepare Change in Employment documentation for the staff, encouraging all staff to apply for unemployment benefits under the CARES Act.

**Action Item:** The Board will review the office hours reduction by July 21.

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### Development

RLongo has developed a spreadsheet of up to 150 potential sponsors and donors. The Board agreed to review the document and add their name to those they can reach out to personally as well as adding additional potential contacts. In addition, RLongo, RLuckow, DDoros, JPolito, SBecker, and LRooney will meet to prepare an outreach plan for the July meeting.

**Action Item:** LRooney will post a sample sponsorship letter.

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TMcBride leaves meeting at 11:04 am (PDT)

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### Update: DAS

The Digital Asset Symposium (DAS) will be a virtual event on September 16 and 17. The program group is working with presenters on a mix of live and recorded presentations. A DAS webinar is planned for July.

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### Update: deg farrelly Scholarship



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The inaugural deg farrelly Scholarship, in collaboration with ALA, has been awarded to Valeria Estefanía Dávila Gronros. The Board thanks Andrea Leigh for representing AMIA on the scholarship committee.

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### **Update: Online Education**

The webinars programmed by the Continuing Education Advocacy (CEA) and AMIA Diversity and Inclusion Fellowship Pilot (ADIFP) Task Forces are doing well. All past webinars are now on demand through EventBrite.

The Board thanks Brianna Toth and Andy Uhrich of the CEA Task Force, Candace Ming of the ADIFP Task Force, and board member Teague Schneider for their work on launching these webinars.

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### **Update: ADIFP Fellowships**

While a huge amount of work was needed over the past three months to retool ADIFP to meet the new COVID environment, the program has benefited by increasing the size of the cohort, enriching the online learning portion of the fellowship, and sharing work developed for the cohort to the broader community.

The Mentorship portion of the Fellowship is in development. As this program is developed, it will be with the goal of laying a foundation for a broader AMIA mentorship program in the future.

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Meeting adjourned at 11:15am (PDT)