



## Board Meeting Minutes

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### Board Conference Call

January 14, 2021

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#### Attendees

- Antonella Bonfanti [Partial]
- Daniela Currò
- Randal Luckow
- Taylor McBride
- Brian Meacham
- CK Ming [Partial]
- John Polito [Partial]
- Wendy Shay
- Rachael Stoeltje
- Juana Suarez

#### Also Attending

- Laura Rooney

Meeting opened at 8:10am (Pacific): RStoeltje, president, presiding, a quorum was present.

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#### Board Review Schedule 2022

AMIA documents and programs are on a review schedule, with the following documents to be reviewed by the Board in 2022:

- Code of Ethics
  - Strategic Vision
  - Elections Manual
  - Conference Registration Policy
  - Programs (Awards, Scholarships, and Travel Grants)
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The reviews will be scheduled at upcoming meetings.

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### Board Handbook Revision

**Motion:** **Approve revisions to the Board Handbook, including the addition of an appointed EDI liaison, and language regarding Board training.**

Motion by TMcBride, second by WShay

**Vote:** **Motion passes unanimously.**

**Action Item:** Board members will receive revised Handbook and submit the signature page to the office.

**Action Item:** LRooney will post the revised Handbook to the website.

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JPolito joined the call at 8:30am (Pacific)

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### Committees

Committee elections are scheduled for February/March, with plans for a new chair orientation in April.

The Board discussed the status of the Continuing Education Advisory Task Force. With online education a continuing activity of the organization, and a program manager funded for the second year, the time is appropriate to consider creating a Continuing Education Committee of the Board.

**Action Item:** CMing and LRooney will draft a charge for a Continuing Education Committee for review by the Board.

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### Committees: Structure

The Board continued the ongoing discussion of how to make space for conversations within AMIA. The Board brainstormed ideas for meeting the need for less formal spaces for members to meet and facilitate discussion. In addition, the Board discussed potential committees that could serve the needs of our membership but do not currently exist.

**Action Item:** ABonfanti will help to prepare questions and discussion for The next Board/Committee Chair meeting.

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### Membership

The Board reviewed member benefits and discuss ways to encourage new memberships as well as meeting the needs of current members.

**Action Item:** RStoeltje will review brainstorm ideas and reach out to Board members for next steps.

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CMing left the call at 10:45am (Pacific)

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### NFPB Proposals

The Board discussed potential projects to propose for funding in 2022.

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ABonfanti left the call at 11:50am (Pacific)

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### Privacy Policy

A draft privacy policy was presented for Board review.

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Meeting adjourned at 11:58am (Pacific).