



OK-ACRL Meeting

April 15, 2022

11:30 AM - 12:30 PM

Location: Online via Zoom

Present:

Jamie Holmes, President

Kaitlyn Palone, Past President

Anona Earls, Treasurer

Amanda Schilling, Secretary

Beth Jones, Development Coordinator

Karl Siewert, Webmaster

Ashley Bean, Board Member at-large

Marianne Myers, Board Member at-large

Jennifer Hulsey Campbell, COIL Chair

Absent:

Clarke Iokavakis, Vice President/President Elect

Holly Reiter, Board Member at-large

Call to order at 11:30.

1. Approval of the [March meeting minutes](#). Motion and second were made, motion passed.
2. Reports
 - a. COIL Chair - Since the last board meeting, a survey was sent to the COIL listserv to find out preferences about unCOILed 2022. The survey asked people to share their preferences about the workshop format, dates, mask preferences, session topics, and their feedback from unCOILed 2021. Jennifer shares the results. unCOILed 2022 will be on June 23 and sessions will be streamed. A goal will be to make slides available before the workshop. [Tentative unCOILed schedule](#). The

location is the TCC Metro Campus Student Union. A call for proposals will go out Monday or Tuesday.

- b. Treasurer - Total account balance of \$8706.36 - \$6002.67 in checking and \$2860.98 in savings. There was a \$157.24 deposit into savings from Book to the Future and we earned \$0.05 interest. Annual subscription payments to Wufoo and Zoom came out. The new credit card is activated. [Treasurer's full report.](#) Jamie asks Karl to compare the cost of what we pay now for Zoom and Zoom through OneNet.
- c. Webmaster - In the process of updating the endowment page and creating the page for the 5k event, the webpage broke. Karl was able to roll back using a backup. In this process they noticed all the plugins, some of which maybe are not being used, need to be cleaned up. They are working on a way of cleaning up and updating the plugins without breaking the website again. Wordpress is still up to date but some plugins may not be. Karl wants to have more content on the front page of the website, rotating content, so they added the Book to the Future event to the front page. Karl created a document with all the passwords for various tools. Only the owner of the document can view certain columns and the document will be passed along to the new webmaster when Karl leaves the position. In the process of creating the password document, Karl found some passwords were changed so they had to recover those and change. If a board member cannot access something, check with Karl for a possible new password and remember that all passwords need to be centralized and available to the webmaster. OK-ACRL has two google accounts that are used for recovery - make sure that people have access to those. One of the Google accounts owns the shared folder where our documents are kept - that account is what should be used if we want to move to a shared Google Drive rather than a shared folder.
- d. Development Chair - [February and March Endowment Reports combined.](#) \$18.13 in PayPal donations for each previous two months, savings interest of \$0.04 in February and \$0.05 in March, and \$21.43 in Amazon Smile donations

from March. Total donations in 2022 is \$111.56. The total in donations is \$2790.96. - this does not match the treasurer report because some things have been transferred but it all balances with internal documents. A question is asked - what counts a board member as a donor? Can it be a one-time donation? Beth will get that information to the board. There is a link in report to wine tumblers for the fundraiser - if the tumblers are sold at \$25 each, we will make almost \$200 in profit. The Endowment committee met on April 4 - meeting minutes are in the report. They decided on prizes for the 5k event - money prizes for the best time and best costume, medals for team prizes. In the next Endowment meeting they will discuss if they can do something jointly with OK-ACRL conference to campaign for library memberships and vendor donations. Five people have signed up for the 5k. There was a discussion about how to promote the 5k event. For the tshirt order to go through, 20 tshirts need to be purchased. An Endowment logo style-guide needs developing.

3. 2022 Activities & Goals

- a. Policies & Procedures Manual - no updates
- b. Carpentries workshops - no updates
- c. Conference - Should we purchase Zoom Events for the conference? A Zoom Events basic license is \$890 without any nonprofit or OneNet discount. We will look into the price for Zoom Events and look into getting a discount for even our current Zoom subscription through OneNet. Zoom Events has a ticketing system but that has caused problems for people who sign into their Zoom account with their institution's single sign-in. Zoom Events has interesting features like a lobby area and expo rooms. A possibility for in-person venue is the OU Tulsa conference center - Jamie is discussing the availability for our proposed dates and the pricing with Emrys. Reflecting on the COIL survey and the recent OLA conference, it looks like many people are up for in-person and are willing to mask. If the conference is in-person, will anything be online? We will look forward to feedback from unCOILed which will be in-person with a virtual

component. We can make decisions about whether to stream, record, etc., later but we need to have time to get equipment and test the equipment so we are accessible. A “scenario survey” will be sent to ask OKACRL members whether they would prefer an in-person or virtual conference under different COVID scenarios. Keynote speaker - reach out to the two suggested people. Possible dates - November 18 and 11.

4. New Business - Monthly meetings will be scheduled for 1.5 hours. We will plan to have the June meeting in person.
5. Roundtable

Adjourn at 12:43.