



OK-ACRL Meeting

June 14, 2022

10:30 - 12 noon

Location: Online via Zoom

Present:

Jamie Holmes, President

Kaitlyn Palone, Past President

Clarke Iokavakis, Vice President/President Elect

Anona Earls, Treasurer

Amanda Schilling, Secretary

Karl Siewert, Webmaster

Ashley Bean, Board Member at-large

Marianne Myers, Board Member at-large

Absent:

Beth Jones, Development Coordinator

Holly Reiter, Board Member at-large

Jennifer Hulsey Campbell, COIL Chair

Call to order at 10:33am.

1. Approval of the [May meeting minutes](#). A motion and second were made. The motion passed.
2. Reports
 - a. COIL Chair - Jennifer sent an update to Jamie. The unCOILed workshop is still happening on June 23. Jennifer sent pdfs of the unCOILed invitation and schedule for board members to use for promotion. Things that still need to be done for the workshop - put together participant packets and get bagels. Jennifer says that not many people have registered so far. The COIL workshops

page was checked to confirm that the registration link was present. Karl looked at registrations and saw 62 completed payments.

- i. Task - Promote unCOILed 2022 on OK-ACRL homepage and COIL homepage. Person responsible - Karl.
- b. Treasurer - Total account balance is \$8851.79 consisting of \$5115.07 in checking and \$3136.72 in savings. A \$15.99 visa payment and \$547.21 payment for wine tumblers came out of checking. Anona asks, should the payment for the wine tumblers come from checking? After a discussion, everyone agreed that the checking account is where the money should come from. A \$12.88 Amazon Smile deposit and \$67.74 deposit from the Book to the Future event were made to the savings account.
 - i. Task - Confirm with Beth that the wine tumblers should be paid for out of the checking account. Person responsible - Anona.
- c. Webmaster - In order to switch our Zoom license to go through OneNet, we will have to drop our current account and then OneNet will pick it up. As a result, the Zoom account number will change but not the Personal Meeting ID nor the existing meeting links. Before this change is made, Karl is asked to make sure COIL can still use zoom for unCOILed on June 23. Karl has been exploring and testing Google Workspace - we will have an unlimited number of user accounts so each board member can have one, Groups could replace the listserve, Voice could be used as a phone number for OK-ACRL, we would have Youtube channel associated with the Workspace where we could host old conference videos among other things. One complication is migrating files from the current, shared Google Drive to the Workspace Drive. Because file ownership remains with the original creator of each file, Karl is required to make copies item by item to save in the Workspace Drive. A Carpentries page will be added to the OK-ACRL page. Karl will be starting at UCO soon so their contact information will change. Jamie asks if she will have a Gmail that works in the Google workspace and Karl says they will create Gmail in Workspace for everyone.

- i. Task - migrate files from the OK-ACRL shared Google Drive to the new OK-ACRL Google workspace. Person responsible - Karl.
 - d. Development Chair - Beth sent an update to Jamie. The next thing the Endowment Committee will work on is the tumbler as an incentive for donating \$30 or more.
 - i. Task - Convey concerns about donation amount for wine tumblers compared to the cost of the tumblers. Person responsible - Jamie.
 - ii. Task - change the order of the reports given during each meeting so that the development chair gives their report after the treasurer report since the two reports are related. Person responsible - Jamie or anyone who creates the meeting agenda.
- 3. 2022 Activities & Goals
 - a. Policies & Procedures Manual - Clarke suggests monthly or bi-monthly standing-meeting and Jamie agrees.
 - i. Task - review notes and past documents before the next meeting. Persons responsible - Jamie, Clarke, Kaitlyn, and Holly.
 - ii. Task - schedule a meeting before the end of July. Person responsible - Jamie.
 - b. Carpentries workshops - The Python workshops will now take place on July 28th and 29th, 9am-noon, taught by Beth and Karl. Tidy Data will be an OKACRL pre-conference workshop. The Carpentries landing page will be used to post current and previous workshops as well as the testimonials.
 - i. Task - Create a Carpentries landing page to go on the OK-ACRL page. Person responsible - Karl.
 - ii. Task - Promote the July Python workshops. Person responsible - Clarke and Beth.
 - iii. Task - Send testimonials about how The Carpentries has helped you do your job more efficiently to Karl and Clarke via email. Person responsible - any board member who has a testimonial.

- c. Conference - Eric Resnis, the keynote speaker, is excited. Karl talked with Eric about the theme in order to get specifics about what we want him to talk about. Eric is now preparing an outline and slides with “engagement” as the planned theme. Rick Luce responded that he is unavailable during the timeframe of possible conference dates. [Responses from the survey](#) asking members what they thought about the format of the conference were reviewed. Emrys communicated to Jamie that July is the earliest we can request a classroom reservation at OU-tulsa. Jamie asks if the budget can support getting the speaker to us and Anona believes it can. Jamie notes that we need to have volunteers for the conference planning committee by our August meeting.
 - i. Task - poll the board to decide on the format and date of the conference. Person responsible - Jamie.
 - ii. Task - determine if there is enough money to cover travel and accommodation for the keynote speaker. Person responsible - Anona.
 - iii. Task - ask for volunteers for the conference planning committee by our August meeting. Person responsible - Jamie.
- 4. July meeting date - After reviewing the calendar, 10:30 on July 13th is proposed.
- 5. New Business - none.
- 6. Roundtable - nothing shared.

Adjourn at 11:40am.