



OK-ACRL Meeting  
September 16, 2022  
11:30 a.m. - 1:00 p.m  
Location: Online via Zoom

**Present:**

Jamie Holmes, President  
Kaitlyn Palone, Past President  
Clarke Iokavakis, Vice President/President Elect  
Anona Earls, Treasurer  
Amanda Schilling, Secretary  
Beth Jones, Development Coordinator  
Ashley Bean, Board Member at-large  
Holly Reiter, Board Member at-large

**Absent:**

Marianne Myers, Board Member at-large  
Jennifer Hulse Campbell, COIL Chair  
Karl Siewert, Webmaster

Call to order at 11:42 a.m.

[Paste agenda and take notes on each item. Add time when each item was started so it's easier to go back to recording]

Agenda item	Discussion	Tasks/Conclusion	Person responsible	Due date
Approval of the August meeting minutes	Move to approve, second, approved			
COIL Chair report	Email from Jennifer - COIL is updated bylaws to create a webmaster position; discussion - COIL has their own social media handled by secretary, so long as their page stays in line OK-ACRL page; change position name to web manager			
Treasurer report	Amazon smile into savings, 5302.10 in checking, 3293.65 savings, ACRL needs W9 to finalize reimbursements			
Development Chair report	Monthly memberships - now have 3 total, amazon smile deposit (no report);			
Web Manager report	Does OK-ACRL have twitter and facebook page? Yes on both but haven't posted in a while; we should keep active if we want people to pay attention			
2022 Activities & Goals - Policies and procedures manual	Discussion and vote on proposed bylaws revisions; would like to have someone be responsible for social media, it could be the president assigns this to one of the members at large, or we could add a board member as marketing person; could have members a-large assigned certain things like social media,			

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	<p>conference, etc.; but member-at-large is a good first time service which has little time commitment and a learning experience; change a board position to a student position - someone in LIS program;</p> <p>President suggests - keep member-at-large as low ask position, push until next year the appointment of a social media person</p> <p>Archivist - has the institution the person is at agreed to keep these documents? Is there a sustainable way to continue with the archives?</p> <p>No other concerns about changes to bylaws to be brought to membership in Oct.</p> <p>Motion, second, approved.</p>			
2022 Activities & Goals - Carpentries workshops	<p>Planning for November pre-conference workshop</p> <p>- Tidy Data - Amanda volunteers to teach</p>			
2022 Activities & Goals - Conference	<p>CFP, marketing plan, schedule, speaker communication / gift?</p> <p>Review of last two years of conferences</p> <p>Use same call and cost\$15 as from 2021; don't charge presenters;</p> <p>Call for proposal - wording review; Jamie will review and clean up and send out to board</p>			

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	<p>Conference timeline - deadlines for proposals, registration opens, registration cut off on Monday before</p> <p>Send Eric a gift? Some oklahoma themed thing</p> <p>Can build conference schedule at Oct. meeting</p> <p>Marketing - library lists, OK-ACRL social medias, listservs, Ashley will send out call for proposals</p> <p>Conference tech committee - have a first meeting, discuss materials sharing and accessibility, then again after schedule is formed; Clarke will reach out to Karl and see what they think.</p>			
New Business	none			
Roundtable	none			

Adjourn at 12:46 p.m.

*Clean up notes, paste links to any documents mentioned; e.g. previous month's minutes, treasurer's report. Send minutes to OK-ACRL board listserv - try to get this done in a day or two.*