OK-ACRL Meeting
October 21, 2022
11:30 a.m. - 1:00 p.m
Location: Online via Zoom

Present:
Jamie Holmes, President
Clarke Iokavakis, Vice President/President Elect
Amanda Schilling, Secretary
Beth Jones, Development Coordinator
Karl Siewert, Webmaster
Marianne Myers, Board Member at-large
Holly Reiter, Board Member at-large
Jennifer Hulsey Campbell, COIL Chair

Absent:
Kaitlyn Palone, Past President
Anona Earls, Treasurer
Ashley Bean, Board Member at-large

Call to order at 11:34am.

Agenda item	Discussion	Tasks/Conclusion	Person responsible	Due date
	Any four of the board members makes quorum.			
Approval of the September meeting minutes	Motion and second were made to approve the minutes. The motion passed.			
COIL Chair report	COIL voted to amend the bylaws to include the web manager position. They will put out a call for officer nomination.			
Treasurer report	Total account balance is $8595.89 consisting of $5402.10 in checking and $3293.79 in savings. There was a deposit of $100 into checking from the ALA/ACRL reimbursement.			
Development Chair report	September donations from Amazon Smile totaled $9.56 bringing the total donations from Amazon Smile to $103.06.

Having 100% of board members as donors is useful as a marketing tool when asking people to donate.

Beth was able to get access to the Paypal account as admin role but can't see any personal information of the account owner.

Jamie has tumblers and will get them to Emrys. | Please make a donation to the endowment. | All board members. | |
| Web Manager report | Changes to website - added conference call for proposals information to the front page, added a land acknowledgement statement and a new section - OK-ACRL and The Carpentries.

Created wufu forms for conference proposals, conference | Change the front page to include information about the conference. | Karl | |

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	registration, and Carpentries registration. Karl will again run for web manager - their goal for the next year will be to migrate things to Google Workspace.			
2022 Activities and goals - policies and procedures manual	Review of bylaws was successful. The group will continue to work on policies and procedures after conference planning is done.			
2022 Activities and goals - Carpentries workshops	Amanda will be leading Tidy Data, Karl will be leading Open Refine. Karl created the registration form. An advertisement will go out to the listserv and will be posted on the website.	Draft a message and send to listserv	Clarke will draft, Karl and Amanda will give feedback.	
2022 Activities and goals - conference	Sessions schedule finalized. Full session track themes finalized. There will be three Zoom rooms - the OK-ACRL room will be used for the Welcome, Keynote Address, Lightning Talks, and the Full Session block that doesn't have a third session. Registration will close on Monday, November 7.	Plan and send the gift from OK-ACRL to the keynote speaker.* Send the schedule to presenters.†	* Jamie † Convener's will communicate with presenters and Jamie will	

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	We will ask presenters to provide slides before the conference and if they are unable to do so, we will expect that they share with participants at the time of their talk. Tech committee will discuss where the slides will be posted - past conference slides are posted on OK-ACRL website. We will not post recordings. Assign conveners, create zoom meetings.‡		send out a conference packet to all registrants once registration is closed. ‡ Tech planning committee	
New Business	We will meet again on November 18. Board election ballot - A motion and second were made to have election link live for the 24 hours on November 11. The motion passed. The election ballot and bylaws will be on separate forms.			
Roundtable				

Adjourn at 12:43.