



OK-ACRL Meeting
October 20, 2023
11:00am
Location: OSU and zoom

Present:

Clarke Iakovakis (he/him), President
Jamie Holmes (she/her), Past President
Ashley Bean (she/her), Treasurer
Karl Siewert (they/them), Web Manager
Jon Goodell (he/him), Board Member at-large
Jennifer Hulse Campbell (she/her), Outreach Coordinator
Holly Reiter (she/her), Board Member at-large

Absent:

Sarah Burkhead Whittle (she/her), Vice-President/President Elect
Amanda Schilling (she/her), Secretary
Emrys Moreau (she/her), Development Coordinator
Marianne Myers (she/her), Board Member at-large
Katherine Tennison (she/her), COIL Chair

Call to order at 11:00am

Agenda item	Discussion	Tasks/Conclusion	Person responsible	Due date
Approval of the September 2023 meeting minutes	A motion and a second were made to approve the September minutes. The motion passed.			
Reports				
Treasurer	The total account balance is \$8822.32, with \$5,170.99 in checking and \$3,651.33 in savings. Full report . Spent \$313 for the new mailbox. Registration for the conference is coming in, almost 30 registered so far.			
Web Manager	<p>Listserv Issue: One org had issues in the past, Karl can't tell if it's organization related. Clarke asked if we could reach out to OneNet, per Karl, we cannot, the problem seems to be on the receiving end? Karl recommends shifting the listservs over to Google Workspace, can create email lists. Can test out on the board, can test in parallel with the listserv. Karl can set that up this week.</p> <p>A motion and a second were made to test Google workspace, The motion passed.</p> <p>President as admin as well on new listserv.</p>			
Outreach Coordinator	Seven FB posts this month: CFP, CFP extension, Registration, created FB event, speaker announcement			

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Old Business				
Conference	<p>A motion and second were made to use Redrock for catering. The motion passed</p> <p>Room moderators will be Ashley, Holly, Holly's grad students, Jamie, and Karl.</p> <p>Should we create a page for SHAREOK? Recordings?</p> <p>Thank you to Bonnie from OSU for help in event planning</p> <ul style="list-style-type: none"> ● Parking ● Campus Map ● Welcome Table ● Tickets for Doorprizes ● Happy Hour, Ashley will add question about happy hour to the Google Form ● Holly will pick up thank you cards ● Add thank yous to OSU for parking etc and TCC for printing 	<p>Separate proposals into blocks.*</p> <p>Include dietary info in google form and add link to registration receipt.**</p> <p>Contact TCC print shop to print conference materials.†</p> <p>Send sponsor graphics to Karl††</p> <p>Create pre-conference page on OK-ACRL site‡</p>	<p>* Clarke</p> <p>**Ashley</p> <p>†Jennifer, Jamie, and Ashley</p> <p>††Jennifer</p> <p>‡Karl</p>	
Tour of rooms				

Adjourn at 2:00pm.

Submitted by
Amanda Schilling, OK-ACRL Secretary
November 17, 2023