



OK-ACRL Meeting

July 10, 2025

1:30 p.m. - 3:00 p.m.

Location: Online via Zoom

**Present:**

Amanda Schilling (she/her), President

Matt Upson (he/him), Vice-President/President Elect

Grant Jones (he/him), Treasurer

Ona Lou Britton-Spears (she/her), Board Member at-large

Risa Jensen-Jones (she/they), Board Member at-large

Chris Rosser (he/him), COIL Chair-Elect

Zane Ratcliffe (she/they), Board Member at-large

Emrys Moreau (she/her), Development Coordinator

**Absent:**

Sarah Burkhead Whittle (she/her), Past President

Casey Lowry (she/they), Web Manager

Bethie Seay (she/they), Secretary

Call to order at 1:34 p.m.

Agenda item	Discussion	Tasks	Person responsible	Due date
Approval of the <a href="#">June</a> meeting minutes	A motion (Ona) and a second (Chris) were made to approve the June minutes. The motion passed.			
<b>Reports</b>				
COIL	<p>Chris reported on unCOILED preparations. Lunch is on your own with 1.5 hours for lunch. OK-ACRL has funds available for unCOILed.</p> <ul style="list-style-type: none"> <li>● A motion (Emrys) and a second (Matt) were made to approve \$150 for unCOILed snacks.</li> </ul> <p>Website updates are underway.</p>	Arrange for spending for the conference.	*Chris, Grant	
Treasurer	<p><a href="#">Treasurer report available in Google Drive.</a></p> <p>Report highlights:</p> <ul style="list-style-type: none"> <li>● Total balance: \$12,537.81</li> <li>● Checking balance: \$7,256.28 <ul style="list-style-type: none"> <li>○ Deposits: \$0</li> <li>○ Withdrawals: \$0</li> </ul> </li> <li>● Endowment savings balance: \$5281.53 <ul style="list-style-type: none"> <li>○ Deposits: \$104.37</li> <li>○ Withdrawals: \$0</li> <li>○ Interest accrued: \$1.49</li> </ul> </li> </ul>			
Endowment Chair	<p><a href="#">Endowment report available in Google Drive.</a></p> <p>Report highlights:</p> <ul style="list-style-type: none"> <li>● Balance: \$5,281.53</li> </ul>	Attend classes*	*Emrys	

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	<ul style="list-style-type: none"> <li>● Paypal: \$9.31</li> </ul> Classes are available on July 14th and 15th on fundraising planning, finding grants, and Foundation Directory.			
Web Manager	Absent. No updates.			
<b>Old Business</b>				
Zoom Account	Zoom account - still talking to OneNet and Zoom to get this applied. <ul style="list-style-type: none"> <li>● Proceeding with Zoom. We have not been charged yet for the subscription.</li> </ul>	Zoom subscription*	*Amanda, Grant	
Bylaws Review Committee	Board members discussed the <a href="#">proposed changes</a> to the bylaws from committee. <ul style="list-style-type: none"> <li>● Discussion was had around responsibility for the Google Drive. Support was given to distributing the responsibility to the relevant officers rather than the sole responsibility of the Secretary..</li> <li>● A motion (Chris) and second (Ona) was made that Outreach Coordinator's duties would be redistributed to others on the board and the Outreach Coordinator position would be eliminated if approved by OK-ACRL members. Motion passed.               <ul style="list-style-type: none"> <li>○ Be ready to provide justification to the membership at the time of the vote.</li> </ul> </li> <li>● Discussion was had around the timing of the election process.</li> </ul>	Continue reviewing <a href="#">bylaws</a> and <a href="#">policies and procedures</a> *	*All Board	

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Annual Conference	<ul style="list-style-type: none"> <li>● <a href="#">Speaker contract</a>. <ul style="list-style-type: none"> <li>○ Discussed compensation updates. Will remove last year’s guest addition and update breakfast to snacks/continental breakfast.</li> <li>○ Clarified when the signed contract is due back.</li> <li>○ Amanda asked for clarification on the meaning of language in sections VI, X.B., and XI.B.</li> <li>○ Some minor wording changes were made.</li> <li>○ Questions were raised around V. regarding a chance of a “failure to perform.”</li> </ul> </li> <li>● Sponsors - any updates? <ul style="list-style-type: none"> <li>○ Chris reported that it would be best to avoid raffles according to the law.</li> <li>○ Ona reported that OCALD has no budget to assist.</li> </ul> </li> <li>● Conference graphics <ul style="list-style-type: none"> <li>○ Emrys and Zane are working on graphics ideas. They will share drafts at the next meeting.</li> </ul> </li> </ul>	Continue to review the speaker contract and provide feedback to Amanda*	*All Board	7/18/25
Codes of Conduct	The brainstorming ideas for Board Code of Conduct moved to <a href="#">draft file</a> . Conference Code of Conduct <a href="#">draft</a> has been established.	Review and make comments on Board Code of Conduct draft before next	*All Board	8/14/25

Agenda item	Discussion	Tasks	Person responsible	Due date
		meeting.*		
<b>New Business</b>				
Roundtable				
Next board meeting	August 14th at 1:30 p.m. via Zoom.			

Adjourned at 2:55 p.m.

Submitted by Risa Jensen-Jones

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