



OK-ACRL Meeting

August 14, 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

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

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

Casey Lowry (she/they), Web Manager

Bethie Seay (she/they), Secretary

Sarah Burkhead Whittle (she/her), Past President

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

Absent:

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

Emrys Moreau (she/her), Development Coordinator

Call to order at 1:37 p.m.

Agenda item	Discussion	Tasks	Person responsible	Due date
Approval of the July meeting minutes	A motion (Bethie) and a second (Matt) were made to approve the July minutes. The motion passed.			
Reports				
COIL	Chris absent. Nothing reported.			
Treasurer	Treasurer report available in Google Drive. Report highlights: <ul style="list-style-type: none"> ● Total balance: \$12,459.42 ● Checking balance: \$7,176.33 <ul style="list-style-type: none"> ○ Deposits: \$0 ○ Withdrawals: \$79.95 for Zoom ● Endowment savings balance: \$5,283.09 <ul style="list-style-type: none"> ○ Deposits: \$0 ○ Withdrawals: \$0 ○ Interest accrued: \$1.56 			
Endowment Chair	Endowment report available in Google Drive. Report highlights: <ul style="list-style-type: none"> ● Balance: \$5,283.09 ● Paypal: \$27.44 Emrys absent. No other updates.			
Web Manager	Casey wants to look at alternate templates for the website			

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	appearance, but will delay it until later in the Fall.			
Old Business				
Zoom Account	Successfully subscribed to a half-priced Pro account, which will be active from July 29 2025 to July 29 2026. A reminder should be created/documented for next year to reapply for the discount.	Zoom account yearly reminder*	*Amanda	
Bylaws Review Committee	<u>Proposed changes</u> to the Bylaws: <ul style="list-style-type: none"> • The committee has been hard at work on the draft. • When the proposed changes are presented to the membership, there will need to be a small summary about the changes. • Amanda needs to postpone work on the Bylaws until after the start of the semester, but will work on that after September and will discuss with the committee. 			
Annual Conference	<ul style="list-style-type: none"> • <u>Speaker contract.</u> <ul style="list-style-type: none"> ○ Contract is signed ○ Suzette wants to talk more in depth about content soon. Matt and Amanda will plan a meeting with Suzette to discuss the topic. • Potential Sponsors: <ul style="list-style-type: none"> ○ Dean Stephens ○ SLIS ○ OSU Libraries 	Meet with Suzette* Contact Dean Stephens** Contact OSU Libraries Dean+	*Amanda, Matt **Amanda +Matt	

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Codes of Conduct	<p>Board Code of Conduct:</p> <ul style="list-style-type: none"> Updated suggestions in the draft file were reviewed. Board members generally agreed on the recent changes, including periodic review for the policies. <p>A motion (Casey) and second (Sarah) were made to approve the document as the new Board Code of Conduct.</p>	Relabel/move approved doc to correct folder*	*Amanda	
New Business				
Annual Conference: Call for Proposals	<p>Zane and Emrys have created conference graphics for a variety of platforms. Casey is able to schedule the posts on social media in advance.</p> <p>CFP:</p> <ul style="list-style-type: none"> Graphics will be available in the google drive. Banner will be posted to the website with CFP information. A google form will be created to collect proposals, with example topics to fit the theme. The closing date for the CFP will be at the end of September (2 months before the conference). A Save-the-date still needs to be sent out. <p>All of the Board said “Thank you, Emrys” for the graphics and the previous documentation in the google drive.</p> <p>Pre-Conference:</p>	<p>Upload graphics to google drive*</p> <p>Upload graphic to website**</p> <p>Create Proposal form, send draft to Board**</p>	<p>*Zane, Emrys</p> <p>**Casey</p>	

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	<ul style="list-style-type: none"> ● After discussing different options, the Board realized the workload may be too great this year to hold a pre-conference. There are also several other large events happening in November (SpringShare, Core Forum, etc.) that make it difficult to choose a date. A motion (Casey) and a second (Bethie) were made to not hold a separate pre-conference for 2025. The motion passed. ● As an alternative, there could be an invited panel during the conference, or a post-conference event. ● Potential panelists: <ul style="list-style-type: none"> ○ Casey can contact Rob Carr at WebAIM & Adam Thiel at ABLE Tech ○ Matt will follow up with Cristina Colquhoun ○ Amanda can contact Angie Brunk 			
Google Drive Backup	Tabled until the next meeting.			
Roundtable				
Next board meeting	September 11th at 1:30 p.m. via Zoom.			

Adjourned at 3:01 p.m.

Submitted by
Bethie Seay, Secretary
August 14, 2025