

Oklahoma Chapter - Association of College and Research Libraries  
August 21, 1998  
School of Library and Information Science University of Oklahoma,  
Norman, OK

Minutes

Present: Rhonda Harris Taylor, President  
Susan Hahn, OBIC Chair  
Laura Bottoms, Treasurer  
Thomas Thorisch, President-Elect  
Steve Locy, Past-President  
Anne Prestamo, Board  
Betsy Tonn, Board  
Melissa Cast, Secretary  
Absent: Mary Evans

Minutes: Approved

Treasurer's Report: Deposits \$539.76  
Expenditures \$342.62  
Balance \$2947.31

We received reimbursements from National ACRL for the Paraprofessional Grant. Taylor passed around a memo from National ACRL on the approved budget, per member allocation, the chapters speakers bureau, the initiative fund and mail.

OBIC Report: Next meeting is scheduled for 1:00pm on Sept. 25th at the University of Central Oklahoma. Anne Prestamo will be the speaker. Her presentation is entitled "Developing Web-based Tutorials for Library Resources." Lunch will be at 11:00am at the Interurban.

Newsletter/Web Page: The next issue will be out in a couple weeks. The ACRL chapter Annual Report will be on the web page. A call for presentations for OLA-UCD's section of the LA conference will also be included.

Incorporation: Victoria Swinney was contacted regarding our incorporation. Sh doesn't think OK-ACRL is incorporated. Taylor hasn't heard from National ACRL yet.

Fall Conference: Bizzell Library at OU was officially approved as the site for this year's Fall Conference.

Speakers - Madaus has purchased his ticket and his itinerary is being mailed. ottoms was approved to reimburse Madaus.

Swisher's student assistant is a possibility. She has experience in being a student involved with distance education and in teaching a web delivered class. Steve Locy's wife is another possible candidate. Anne Prestamo is in a class with potential speakers. She'll ask them.

Steve Rollins will be consulting in Alaska at the time of our conference but is willing to speak if we could reimburse him for the ticket. Because of the cost of a ticket from Alaska, it was agreed to ask him if he could suggest someone else. Other names that have been mentioned in the past were Harry Gover with ACRL and Deb Cardinal at Wisconsin.

Lodging: Taylor will make reservations for speakers at the Montford Inn B&B. Breakfast is included. Rates should be approximately \$60.

Packets - Hahn will get a list of restaurants at Campus Corner. Taylor will see about other campus related items such as a campus map. Thorisch will get the new membership form. Cast will get the agenda and evaluation form ready and put the packets together. Locy will look into gift subscriptions to Oklahoma Today for the speakers.

Parking - The conference registration form will include an option to purchase parking permit for the conference.

Refreshments: It was decided to order 3-4 gallons of coffee from the campus. Hahn and Taylor will look into getting donuts from a bakery or on campus. Also need to check on juice, hot water and tea.

Name badges - Bottoms will look into it.

Registration form - Locy will take care of it and ask on the form if special accommodations are needed for participants. The form will be included in the newsletter and on the web page for printing. A mailing will be sent to the OLA-UCD group, SLIS students, Oklahoma Distance Education group, OCALD. An e-mail reminder will be sent as well as an announcement the A-UCD listserv and other listservs.

Equipment - We need to hear from Madaus and other speakers if they need any special equipment. Prestamo has access to a laptop with Power point if necessary.

Cost - We estimated the cost of the conference to be approximately \$1500. Registration fees were decided as follows:

- Members \$25
- Nonmembers \$35
- Students \$10

Title: From Vision to Reality: Libraries and Distance Education

Agenda: It was decided to follow the same schedule as last year.

Next meeting: Sept 11 at 1:00pm. Edmon Low Library, OSU, Stillwater, OK.

Respectfully submitted,

Melissa Cast, Secretary