

Oklahoma Chapter - Association of College and Research Libraries
September 7, 2001
OSU -- OKC Library
Oklahoma City, OK

Minutes

Present:

Gwen Dobbs, President
Susan Hahn, Past President
Beth Reiten, Secretary
Marilyn Moore, Board
Molly Murphy, Board

Gwen brought the meeting to order at 1:10 pm.

Minutes: Gwen moved to accept, Susan seconded. Minutes approved.

Treasurer's Report: Audrey was unable to attend, but emailed her report to everyone ahead of time. Beth moved to accept, Susan seconded. Treasurer's report approved.

Fall Conference: The conference flier needs to be sent to Molly for printing no later than Monday night. Beth will create the flier and email it to Molly for printing and distribution. Gwen will contact the person who took Melissa Cast's place at national ACRL for information to put out at the conference.

FEES: Audrey sent Gwen some notes to bring up at the meeting. These included a suggestion of making the non-OKACRL fees \$20.00 more than the OKACRL fees -- especially given that we're catering the lunch. Everyone agreed, so the pre-registration fees will be \$45/member, \$65/non-member, and \$25/SLIS student. To meet the catering deadline, the pre-registrations must be postmarked by October 5. The fees will be \$10 more after that date.

ADVERTISING: We had agreed previously that our best bets for advertising were various Listservs, the mailing, and the website. When the flier is ready to go out, those who volunteered to post to specific lists can take that information and go from there.

FLIGHTS & HOTEL: The best flight with decent times and connections that Audrey could find is \$770. The board agreed to the costs. The conference hotel will be the Embassy Suites on Meridian. Gwen will call them and set up a block of rooms for a conference rate. Molly and Gwen will pick Peter Hernon up from the airport when he flies in.

BREAKS & FOOD: We discussed the schedule for the conference (see the conference information flier) and figured out what we needed for each break. We'll be catering for registration, morning break, and afternoon break. Gwen will check with Peter about any food preferences or allergies. In addition, Gwen will talk with Dr. Shirazi and Beth with contact Sheila Johnson to invite them to dinner on Sunday, October 21 and to stay at the Embassy Suites.

Elections: We need to have our slate of candidates lined up by the end of next week so Beth can get the "meet the candidates and your bylaws" flier done and emailed to Molly for printing and distribution no later than the following Tuesday. Everyone needs to brainstorm and come up with possible candidates. The vice president/president elect, treasurer, and secretary all need to be ALA/ACRL members.

Susan moved to adjourn, Molly seconded. Meeting adjourned at 2:20 pm.
Respectfully submitted, 1 October 2001.
Beth Reiten, Secretary.