

**Oklahoma Chapter - Association of College and Research Libraries
February 08, 2002
Edmon Low Library
Stillwater, OK**

Minutes

Present:

Gwen Dobbs, President
Susan Hahn, Past President
Beth Reiten, Vice-President/President Elect
Suzanne Holcombe, Secretary
Steve Locy, Treasurer
Marilyn Moore, Board
Jason Dupree, Chair, OBIC
Guest, Bonnie Richardson, Coordinator, OSU Library Communications and Publications

Gwen called the meeting to order at 1:30 p.m.

Minutes: Gwen moved to accept the minutes, Susan seconded.

Introductions: Beth introduced Bonnie Richardson, Coordinator of OSU Library Communications and Publications, who is doing the newsletter for the Chapter.

Newsletter: Bonnie discussed how she would be working with the newsletter. The logo would be used for the design. It will be in .pdf format that can be linked from the Web site, also printed on 11x17 paper, folded in half and mailed. Previously, OK-ACRL worked with OU to print and mail the newsletter. At OSU, the copy center at the College of Agriculture can print and fold one page for \$.07. There are 188 members, so the cost would be \$13.16. Students could also fold the document, which would save \$.02 per copy. The Treasurer has the mailing address file and labels. In the Bylaws, it needs to be noted that someone on the Board will oversee the newsletter. It is issued four times a year. Marilyn is working with this now. Woods or Sherry might also help, as Marilyn's term ends this year. Bonnie will send it to us as a .pdf for approval. The next issue of the newsletter might include the President's address, the Treasurer's report, the conference report, photos from the conference. Bonnie described the size of the text to keep it within four pages.

Oklahoma Bibliographic Council (OBIC): The Council is planning to change its name to the Council for Oklahoma Information Literacy (COIL). This is a Special Interest Section (standing committee) of OK-ACRL (Article 8 Section 4 of Bylaws) and works closely with them. OBIC started out as a task force and provides for a forum to discuss bibliographic instruction. It is the only standing committee. Jason Dupree is heading OBIC. The bylaws of OBIC relate back to OK-ACRL. All OBIC members must

be members of OK-ACRL. There will be two mailing lists – one for OK-ACRL, the other just OBIC. On the OK-ACRL membership form, one may indicate interest in OBIC. And the OBIC Web site will refer to the OK-ACRL membership form. A motion was made and seconded for OK-ACRL to support a name change. OBIC members will vote on this.

Other Groups: According to the Bylaws, Article 7 Section 1, the composition of the Board of Directors shall invite as ex officio non-voting members the president of OLA/UCD and the president of the University of Oklahoma Library and Information Studies organization. They will be added to the Board mailing list.

Treasurer's Materials: The Treasurer's materials are on the way to Steve from Audrey including the disk with the membership listing. Includes current resources and how much we have made in the past year (why membership is very important).

Conference Topics: We are looking for a good speaker. The focus this year could be on information literacy (involve OBIC/COIL here). What about ideas from the brown bag? Rose State might be an option as they have good facilities. This will depend in part on the format of the topic. The day and time are to be determined.

Other: There is discussion concerning the possibility that OSU begin and house an archive for OK-ACRL materials in physical format with the option of eventually moving these materials to a digital format. Beth contacted Jennifer Paustenbaugh, Head of Special Collections at OSU, and she is open to this. Criteria, access policies, a contact list, would need to be developed. There would be a person on the Board responsible for this. Beth will contact other chapters in ACRL for guidelines and will continue to explore the idea. When we met with Jennifer after the meeting, Jennifer said that anyone would be able to access the archives, with the exception of restrictions through a deed of gift. Space is not yet an issue. We should come up with a background statement – a history of the organization. And there may eventually be a Web site for access to digital files if there is enough interest.

Steve motioned, Beth, Susan seconded to close the meeting. We adjourned at 2:40 and went to Special Collections to meet with Jennifer.

Respectfully submitted, February 19, 2002.

Suzanne Holcombe, Secretary.