

**OK-ACRL Board Meeting-- February 11th 2011 Agenda**  
**Platt College Culinary Institutes's Foundations Restaurant, Tulsa OK**

Present: Lemon, Amanda; Ta, Kiem; Oberhelman, D; Chang, Huifen; Powers, Clair; Jones, Beth; Brown, Emily; Ashe, Casey.

Not present: Cimock, Jason; Britton, Ona; Leech, Robin; Hoberecht, Toni.

**1. Welcome/Minutes**

Meeting commenced around 1:30pm.

**2. Treasurer's Report**

- Beth has gone back through and balanced accounts and taken the handwritten ledger information and placed it into GNU Cash, an online program. Discussed making this process (reconciling the account) part of the treasurer's duties.
- \$8,122.08 – current OK-ACRL balance.
- Side discussion (started by Amanda) about membership dues: Are we tracking who is a national member and who is state member? Not really. President and President-Elect are supposed to be national members, Board can be either ACRL or state members.
- Collecting dues: Do we want to send reminder notices to state members? Or, not?  
Since most people pay the \$15 when they register at the Fall conference, we might start the process of letting people know on the registration form that they are paying their dues (and making membership active for the proceeding January to December calendar year).
  - Beth came up with a sample three box checklist that could be used on future registration forms:
    - \$50 OK-ACRL member registration fee
    - \$50 Registration fee + \$15 OK-ACRL Membership fee dues for January - December of 2012
    - \$65 Non OK-ACRL member registration fee
- 501©3 update: If we get nonprofit status what are we required to do? Will we have to file taxes (even if we don't have to pay)? Will we have to post our financial report? Beth and Emily will contact law librarians and lawyers contacts and follow up.

**3. Reports from Subgroups:**

- PASIG
  - Next meeting will be at Café 501 in Edmond.
  - Group asked to be reimbursed for a \$20 room fee for their meeting space. Request granted.
  - Erin Ingraham (SWOSU) is the new Secretary for PASIG and was also elected to serve as the PASIG member for the Website Redesign Subcommittee.
- DSIG
  - Recently had their first 2011 meeting over mobile technologies. Minutes are on <http://grou.ps/dsig/groups>

- Nicole Sump Crethar was nominated to serve as the DSIG Website Redesign Subcommittee representative.
  - After meeting, Casey informed Amanda that Adam Brennan. will now be taking the lead role for DSIG and attend board meetings.
- COIL
    - First meeting will be at RSU on Friday, Feb. 25th.
    - COIL on Wheels will be doing a session over podcasting. Toni H, will be the presenter.
4. **Joint SLA/OK-ACRL conference:**  
Nothing to add after joint meeting.
5. **OneNet OK-ACRL Listservs:**
- Group discussed Jason D.'s finding in Yahoo Groups' *Terms of Service* that our group cannot be used solely for storing/archiving old files/messages.
  - Group also discussed using the \$25 program (PG Offline, <http://www.pgoffline.com/index.htm>) Amanda found that would export the old messages as, currently, Yahoo offers no such ability.
  - Beth pondered whether the Yahoo Groups administrator could add the Yahoo Group email to their pop3 account in Outlook and download all the messages.
  - Amanda will contact Jason D. about both Beth's idea and his opinion on PG Offline. Group's consensus was if Beth's idea didn't work to go ahead with PG Offline.
6. **Volunteer Mentoring Program:**
- Amanda discussed Dr. Taylor's email about a potential CV workshop for OU SLIS students.
  - Group decided that in-person workshops on both campuses(Norman and Tulsa) would be ideal.
  - Amanda will ask when is the best time to do this: April? Evening?
  - Majority of Board members are interested in volunteering.
  - Emily bought up that it is probably a good idea to have a disclaimer with this workshop. That we're not guaranteeing people jobs, just assisting them with their CVs, etc.
7. **Membership Satisfaction Survey:**
- Survey will go out Feb. 28th, 2011.
  - Final additions/deletions/consideration/etc. to the survey need to be done by the 25th.
8. **Website Redesign:**
- Update: Nicole Sump Crethar is now the DSIG representative, Erin Ingraham is the PASIG representative.
  - Emily should know COIL's representative after their February meeting. If not, she will serve as the temporary COIL representative.
  - Names of all committee representatives are due to Jason Dupree by March 11th.
  - Amanda will send out voting poll to Board members for the Board representative.
9. **Bylaws:**
- Update from subcommittee:  
Jason Cimock: "Everyone put in their initial comments on Google docs, and now we just need to discuss a few of the substantive changes before we can present a final proposal to the board".

**10. OK-ACRL Librarian of the Year Award:**

- Update from subcommittee:

Beth Jones: Subcommittee meet and are still discussing criteria, wording, etc. Group believes they can have everything in place so that we can commence this award this year.

**11. Social Media:**

- OK-ACRL now has a Twitter URL: <http://twitter.com/okacrl>
- Decided upon HootSuite as we could add Facebook page so we will be able to ping the blog, Facebook page and Twitter account.
- Clair will need to add the OK-ACRL Facebook page information to HootSuite then we are set up for updating Facebook, Twitter and our blog all at once.

**13. Other:**

- Next meeting will be online on Friday, March 11th starting at 12:30pm.

14. Meeting adjourned around 2:30pm.