OK-ACRL “Electronic” Board Minutes
Friday, June 10th via Google Docs and email

1. Approval of May Minutes: http://bit.ly/mSnGdr (Board voted to approve)
2. Treasurer’s Report
   a. Account Balance: $8269.52, spending since last meeting: refunded Emily $25 for COIL posters and refunded myself $22.54 for 250 envelopes and 40 stamps.
      i. So far cost/project profits for COIL workshop:
         1. Cost: postage/envelope for one PO: $0.46 + $25 poster = $25.46
         2. Income: 20 registered X $15 = $300
         3. Est. Profit: $274.54
   b. One outstanding invoice from Fall conference 2010 (TU)
   c. Beth’s proposals (to be discussed in July)
      i. Beth wants to start charging late fees for PO’s that are not paid within 90 days.
      ii. Beth also wants to refuse new PO’s from any institution that still has an outstanding PO for a previous conference.
   d. COIL workshop: Draw out $50 in petty cash for change since lots of people pay in cash (Board voted to approve)
   e. Wants to purchase small cash locking box (est. $30) http://www.amazon.com/Sparco-15500-Cash-Tray-Bill/dp/B000UE69TC/ref=sr_1_3?ie=UTF8&qid=1307364676&sr=8-3 (Board voted to approve)
3. Reports from Subgroups:
   a. PASIG
      i. No report
   b. DSIG
      ii. No report
   c. COIL

COIL on Wheels
■ Emily Brown attended an OCALD meeting to advertise COIL on Wheels- the product had a warm reception.
■ Advertising for COIL on Wheels has produced two requests:
   ● SEOSU has requested a COIL on Wheels on tutorial creation.
      ○ Sarah Clark, Emily Brown and Clair Powers will present 7/6/2011
   ● RSU has requested a COIL on Wheels on Libguides
Clair Powers, Jason Dupree, and Hui-Fen Chang will present 7/15/2011

COIL Blog (http://coil2007.wordpress.com/)

■ The revival of the COIL Blog has been wildly successful, seeing the highest number of hits since its creation (428 hits in May).

unCOILed 2011: Get Schooled (http://grou.ps/uncoiled2011/home)

■ 21 attendees as of 6/6/2011

■ COIL would like to purchase buttons from Cafe Press
  ● http://www.cafepress.com/make/custom-magnets
  ● 2.25" Magnet (100 pack) $175.00 (Board voted to approve)

■ COIL would like to purchase a small present for the advertising designer for COIL on Wheels and unCOILed. Requesting $20
  ● http://etsy.me/l752gn

■ Estimated cost with shipping $26.80 USD (Board voted to approve)
  ● COIL pre-approved for following workshop costs:
    ○ ESTIMATE for breakfast:
      ■ Bagels $55.96 (50 count)
      ■ Coffee $25.18 (2 urns)
      ■ Juice $29.98 (2 containers)
      ■ Fruit $49.98 (Feeds 20) *might need more
      ■ Estimated Total: $161.10
    ○ ESTIMATE for Afternoon misc
      ■ Cheese Tray
      ■ Veggie Tray
      ■ Water
      ■ Estimated Total $100
    ○ Potential added costs (includes half and half, forks, knives, etc)
      ■ Estimated total $150
    ○ COIL Would like to be pre-approved for $500 (Board voted to approve)

4. Website Redesign Subcommittee update (Jason D.)
   a. Meeting has been scheduled for Tuesday, June 14 @ 1:00pm via Vyew for committee members.

5. Chapter Reimbursement Request form (Amanda Lemon- for July meeting)
   (http://www.ala.org/ala/mgrps/divs/acrl/resources/forms/Chapter%20Reimbursement.pdf)

6. Revisit credit card system in July (bought up in January by Amanda, re-visited by Emily in June)