

Oklahoma Chapter – Association of College and Research Libraries
January 13, 2012
Online through Vyew

Minutes submitted by April Schweikhard

Present: Jason Cimock, Jason Dupree, Angela Brunk, Amanda Lemon, David Oberhelman, April Schweikhard, Hui-Fen Chang, Nicole Sump-Creathar, Frederic Murray, Kiem Ta, Beth Jones, Mike Miesenheimer

1. Call to Order

- a. Jason Cimock called the meeting to order at 12:30 pm.

2. Approval of Minutes

- a. Minutes from the December minutes were approved.

3. Treasurer's Report

- a. Jason Cimock read Treasurer's Report as submitted by Beth Jones.
- b. Current statement reports a balance of \$9451.21.
- c. Board discussed outstanding financial matters.
- d. 501(c)3 Paperwork status
 - i. PO Box: OK-ACRL in need of a permanent mailbox for documentation
 - Group approved leasing a PO Box centrally located in Oklahoma City that costs \$100 per year or less.
 - ii. List President or Treasurer on paperwork
 - Jason Dupree suggested the Treasurer as this position handles the majority of the paperwork and financial matters.
 - David Oberhelman suggested the Treasurer as this position holds a longer term.
 - iii. Dissolution clause
 - Statement of conflict of interest needed for 501(c)3 status

- April Schweikhard volunteered to research examples of several nonprofit organizations' conflict of interest statements.
- Board members required to complete a qualifications and duties grid.

4. Reports from Subgroups

- a. COIL
 - i. No report
- b. PASIG
 - i. Currently working on workshop ideas.
- c. DSIG
 - i. The new DSIG website is live.
 - ii. Next meeting is in early February.

5. Old Business

- a. Conference loose-ends
 - i. Addressed during the Treasurer's Report.
- b. Website Redesign
 - i. A replacement for Toni Hoberecht as the Board Member representation is needed. Jason Cimock will tentatively serve as the representation. April Schweikhard will look into serving as the representation.
 - ii. Website update from Jason Dupree: Each representative now has his or her own login and has been making edits/changes.
 - OK-ACRL: Begun making edits.
 - COIL: Finished and ready to go live.
 - DSIG: Currently live.
 - PASIG: Working on changing the template.
 - iii. New websites are close to going live. Jason Cimock will make a formal announcement via email listservs when the websites are live.
 - iv. Jason Dupree will explore different FTP options and bring a report at the next meeting.

6. New Business

- a. Potential conference topics/speakers
 - i. Topics suggested during the meeting: ADA compliancy; value of libraries; financial issues and stakeholders; rising costs; accessibility and diversity.
 - ii. Conference topic, session, and speaker ideas should be emailed to Jason Cimock.
- b. Conference location
 - i. Tulsa will be the conference location.
 - ii. Possible venues include the following: OU-Tulsa Schusterman Center, University of Tulsa, NSU Broken Arrow, OSU Tulsa.
 - iii. April Schweikhard will investigate the use of the OU-Tulsa Learning Center.
 - iv. Conference date will be November 2, 2012.
- c. Continuation of newsletter
 - i. Nicole Sump-Creathar and Angela Brunk will partner in organizing the newsletter. Jason Cimock will contribute.
 - ii. First release projected for the end of February.
- d. Career Planning/Preparation Workshop
 - i. Testimonials from last year's spring LIS student resume workshops were very appreciative.
 - ii. April Schweikhard, Hui-Fen Chang, Frederic Murray, David Oberhelman, and Jason Cimock volunteered to work on planning a similar workshop this spring.
 - iii. Group will coordinate the dates of two sessions in April with Dr. Taylor from OU SLIS.
- e. Subgroup websites
 - i. Discussed during Website Redesign section.

7. Next Meeting

- a. Friday, February 10th, 11:30; Tulsa City-County Library Downtown branch meeting room

8. Meeting adjourned at 1:54 pm