

Oklahoma Chapter – Association of College and Research Libraries
Friday, October 19, 2012
Online Meeting through Vyew

Minutes submitted by April Schweikhard

Present: Adam Brennan, April Schweikhard, Beth Jones, Frederick Murray, Hui-Fen Chang, Jason Cimock, Ona Britton-Spears, Victor Baeza

1. Call to Order

- a. Jason Cimock called the meeting to order at 12:35 pm.

2. Approval of Minutes

- a. The minutes from the OK-ACRL September meeting were approved by the board.

3. Treasurer's Report

- a. Submitted by Beth Jones.
- b. Current balance is \$10,068.15 plus \$74.04 in petty cash.
- c. Conference Update: At the time of the meeting, the conference had a total of 29 registered for a projected income of \$1490. To break even, OK-ACRL needs 50 attendees.
- d. 501c3 Status: Because OK-ACRL has not filed in the past three years, the association's tax exempt status has been initially revoked. OK-ACRL's case is being assigned for technical review and will be updated when we have been accepted or if more information is required.

4. Reports from Subgroups

- a. COIL
 - i. Reported by Adam Brennan.
 - ii. COIL held its last meeting on September 20th. COIL discussed creating asynchronous tutorials. A poll selecting the top topics has been conducted.
 - iii. A list of COIL officer nominees has been created. Nominees include 1) **Chair**, Adam Brennan, 2) **Chair Elect**, Kate Corbett, 3) **Secretary**, Allison Embry, 4) **Web Administrator**, Paul Stenis, and 5) **Conference and Special Projects Facilitator**, Tammy Thomason. As all nominees are unopposed, these officers will be announced at the OK-ACRL Fall Conference.
 - iv. Next meeting will be held face-to-face in November.

- b. PASIG –no report
- c. DSIG – no report

5. Old Business

- a. Cooperative E-Book Lending
 - i. Reported by April Schweikhard.
 - ii. The small group is planning to report back amongst each other by October 26.
- b. 2012 Conference Planning: Library Without Walls: Mobile Tech and the Future of Libraries
 - i. Keynote Speaker Travel Plans:
 - Joe Murphy's plane will arrive in Tulsa around 5:00 p.m. Joe will be joining the OK-ACRL board for dinner the night before the conference.
 - The board discussed a small Oklahoma themed gift to present to Joe Murphy.
 - ii. Conference Agenda: Jason Cimock submitted a conference agenda with the presentation abstracts. April Schweikhard will post the agenda to the website, and Jason Cimock will send a reminder to all of the presenters.
 - iii. Sponsors: Springer will be provider a flyer and several promotional items to include in the conference packets. EBSCO has not responded to indicate their interest in a booth at the conference. April Schweikhard will send a final reminder to the EBSCO contact.
 - iv. Conference Packets:
 - The Tulsa Chamber of Commerce will be providing 80 packets which include a bag, several Tulsa promotional items, and pens. If folders are not included in the packets, OK-ACRL will buy folders.
 - The board approved a request from Robin Leech to include a promotional flyer for the digital archive of the OSU campus newspaper.
 - v. Supply Inventory: OK-ACRL board approved a motion to purchase new name badges. Estimate price is \$60 for a package of 100.
 - vi. Breakfast Catering: Bill & Ruth's will provide the full breakfast. A complete number is needed by October 29th.

- vii. Afternoon Snack: Nicole Sump-Crethar will arrange the afternoon snack. OK-ACRL has supplies for beverages. Adam Brennan will check into Bill & Ruth's refreshing the coffee mid-afternoon.
- viii. Dine-around maps:
 - Dining maps are provided in the Tulsa Chamber of Commerce packets. If these maps are too extensive, Adam Brennan will create a map for the area.
 - OK-ACRL board members volunteered to carpool to specific restaurants.
- ix. Building map: A map of the floor plan is still needed. The board discussed placing signs at the two entrances.
- x. Wireless Information: Authentication is still not required.
- xi. Door Prizes: A Kindle Fire and (2) \$25 Starbucks gift cards have been ordered as door prizes.
- xii. Name Badges: Beth Jones will print the individual name badges.
- xiii. Elections: Victor Baeza sent notification to OK-ACRL members of the 2013 officer candidates. Elections will be held online and sent through the OK-ACRL listserv. The bios of candidates will be posted on the webpage.
- xiv. Pre-conference dinner: Joe Murphy will be sent a list of restaurant options.

c. Outstanding Service Award

- i. The board received three nominations for the Outstanding Service Award. The nominations will be sent to all eligible board members. A \$50 Amazon gift card has been ordered for the winner in addition to free registration at the 2013 OK-ACRL Fall Conference.
- ii. As last year's winner, Jason Dupree will receive a free registration for the 2012 conference.

6. New Business

- a. 2012 Conference Planning: Library Without Walls: Mobile Tech and the Future of Libraries
 - i. Conference Program: Jason Cimock shared a draft of the conference program.
 - ii. Conference Evaluations: April Schweikhard will check into repurposing the previous year's evaluation.

7. **The next OK-ACRL meeting will be held Friday, December 14th in the Oklahoma City area. New board members will be invited.**
8. **Jason Cimock adjourned the meeting at 2:20 pm.**