

**Oklahoma Chapter of the Association of College and Research Libraries**  
**Friday, April 10, 2015**  
**Online Meeting – Join.me**

Minutes submitted by Matt Upson.

Present: Kate Corbett, Dona Davidson, Megan Donald , Beth Jones, Steve Locy, Emrys Moreau, Nicole Sump-Crethar, Matt Upson

- **Call to Order**
  - Nicole Sump-Crethar called the meeting to order at 2:07 PM.
- **Approval of Minutes**
  - The March 2015 minutes were submitted and approved. Motion – Kate; Dona seconds.
- **Reports**
  - **Treasurer report – Emrys Moreau**
    - See submitted report for full details
    - Paypal account is mostly set up. Emrys had to provide personal information to set up. She is not sure how a rollover to new treasurer will work. She has contacted Paypal with questions and is waiting to hear back. Beth – concerned that if anything went wrong an individual would be held liable. Megan – opening registration for unCOILed on June 1 and would like to use Paypal for online registration.
    - Items requested by Emrys in March were purchased.
    - Web hosting service for OK-ACRL website has been renewed.
    - OK-ACRL has been signed up for supporting the Making Information Meaningful conference per our vote in March.
    - OLA Decorator Kit – a check has been sent to OLA. Forms will be filled out and returned. Nicole is primary contact, Emrys is secondary contact.
    - Reimbursement deadlines – Nicole – Compromise of 45 days? Emrys – noted that scanned receipts are acceptable documentation. Dona – noted that head of the interest groups should be made aware of 45 day period and scan options.
      - **Motion** – 45 day reimbursement period and acceptance of scanned documents – Beth; Megan seconds.
    - Facebook account – inactive followers were deleted. We are down to 94 likes. Will be a whiteboard to tally Facebook likes at OLA.
    - Non-financial item – Emrys – ELUNA (ExLibris Users of North America) 2016 Conference to be hosted by UCO.
  - **DSIG Report - Tiffany Benson not present**

- **COIL Report - Megan Donald**
  - Recent COIL meeting in Norman – saw facilities for unCOILed.
  - There will be a COIL meeting on Thursday, April 23 at OSU – Stillwater. David Oberhelman will speak on the topic of Digital Humanities.
  - unCOILed Conference – July 17. Dr. Betsy Martens will speak on the ACRL Framework. Breakouts and panel sessions will feature Paula Settoon, Stuart Brower, Cinthya Ippoliti. Save the Date cards will be printed by Nicole/Matt.
- **Webmaster Report – Beth Jones**
  - No report. Will be working on website in the coming weeks.
- **Nicole follow-up**
  - Nicole will contact national ACRL about giveaways and a getting a list of Oklahoma members of national ACRL.
  - Giveaways for OLA ideas? We've provided water, trail mix, and candy in the past. Should we do that again? OLA sign up to follow in listserv.
- **Conference Discussion**
  - **Speaker**
    - Nicole spoke with Sarah Houghton – she is not available. Rachel Vacek from Univ. of Houston is available and could speak for \$1500 - \$2000, depending on if she did a keynote alone or a keynote and breakout session. Rachel has a lot of material on Slideshare for public viewing – presentations on web trends, User Experience, tech trends in general.
    - Nicole – do we have a letter/contract/agreement that we can send to speakers to sign?
    - Topic? Kate – future concepts. Matt – keynote could be more theoretical and forward-looking, breakout could be more practical and immediate. Nicole – will speak with Rachel about how to have her ideas applied in many scenarios.
  - **Location**
    - Dona – OSU Tulsa is available for free. Three breakout rooms are available. There is room for poster session and breakouts. They are very flexible with food – we can bring in, have it catered, etc.
  - **Poster Sessions**
    - Emrys – Posters sessions get more people involved and can bring students in. Matt – could there be prizes for student posters? Emrys will connect with OU SLIS to inform and promote poster session for students. Matt will help with logistics as needed.
  - **Call for Proposals**
    - Emrys – August or September for posters? July for presentations? Presentation proposals could be evaluated in August and notified by

September. Potential for unifying like presentation into a panel discussion.

- **Registration**
  - Mid-September to early October opening. Beth – we can cut off online registration a few days before.
  - Room blocks and catering plans to be done this summer.
- **New Business**
  - From Steve
    - Kiem-Dung Ta (OSU Stillwater) has OK-ACRL bank statements from 2000-2005. These will be sent to Emrys.
    - David Oberhelman would like to resign as archivist for OK-ACRL. Nicole will speak to him about options.
- **Next Meeting**
  - Nicole will send out poll via listserv.
- **Motion** to adjourn – Matt; Steve seconds. Approved. Adjourned at 2:58 pm