

OK-ACRL Meeting Minutes – October 16, 2017

Attendees: Karl Siewert, Emrys Moreau, Beth Jones, Steve Locy, Scott Murray

Members present via Zoom: Melissa Kunz, Jenn Donner, Megan Donald

1. Call to order
 - a. Karl called the meeting to order at 3:02pm.
2. Approve minutes from September 2017
 - a. Steve moves and Beth seconds to approve. Motion approved.
3. Reports
 - a. Treasurer (Emrys)
 - i. Emrys submitted the treasurer's report. A few withdrawals were made, including fees for a paper statement that was not requested. It should be refunded, and Emrys is going to discuss this with the bank since we're only signed up for electronic statements.
 - ii. Payment has been made to pay off balance, which was for the UPS box.
 - iii. Vertical banner has been ordered and should be in by October 29.
 - iv. Correction to the report: we have 8 standard attendees, with 2 additional since Emrys made her report.
 - v. Steve moves to accept the report, with a second from Scott.
 - b. COIL (Cinthya)
 - i. No report this month.
4. Old business
 - a. Conference on November 10th
 - i. Presenters
 1. Schedule (Beth/Emrys)
 - a. Schedule has been updated and discussed via email.
 - b. Emrys says that Michelle will be presenting, so we'll have 3 presenters in Block 1.
 2. Poster (Beth/Emrys)
 - a. Poster session will officially be included.
 - ii. Registration (Emrys)
 1. Is open.
 - iii. Catering
 1. Elote – lunch. Will be contacted this week to put in order. Recommended additional salads for the number of attendees, which is an additional \$75. Steve moves to vote, Emrys seconds.
 - a. Discussion: 3 salads sounds like a lot. This would raise the price to \$570 instead of \$509. Vote passes.
 2. Panera – breakfast. Reservation has been made, no payment yet.
 - iv. Advertising and promotions
 1. Facebook ads have gotten good attention.
 2. Elevator speech has been put on Facebook and listserv.
 - v. Vendors (Beth)
 1. Same situation—Beth is just getting advertising advice.
 - vi. Door prizes
 1. Emrys is going to order door prizes.

2. Scott has boxes of raffle tickets.
- b. Elections (Beth)
 - i. One person for each position
 1. Andy Taylor – President-Elect
 2. Toni Hoberecht – Secretary
 3. Member-at-large – Kaitlyn Palone
 4. Member-at-large – Erin Ridgeway
 - ii. Emrys has agreed to be web master as well as Treasurer. We will not elect a web master.
5. New business
 - a. Lanyards for OLA 2018
 - i. Karl received an email from Dana Belcher with OLA. She's asking for organizations to provide lanyards to be handed out at OLA next April. We don't have lanyards, so we need to decide whether we should order and purchase lanyards (for next year's OKACRL conference) and donate some of them to OLA.
 - ii. Is the possibility of gaining new membership worth the cost of lanyards?
 - iii. Discussion reveals we're not interested.
6. Announcements
7. Next meeting – Conference! We will plan our traditional passing of the torch meeting for December or January.
 - a. No need for an in-person meeting for October.
 - b. Next meeting will be after conference.
8. Adjourn (members in person will tour the conference venue and assign rooms)
 - a. Karl concluded the meeting at 3:29pm.