



**OK-ACRL Executive Board  
Minutes May 11, 2018**

Online – Zoom

**Present**

Beth Jones, President  
Andy Taylor, Vice-President/President-Elect  
Karl Siewert, Past President  
Emrys Moreau, Treasurer  
Toni Hoberecht, Secretary  
Kaitlyn Palone, Board Member  
Scott Murray, Board Member  
Steve Locy, Board Member  
Matt Upson, COIL Chair

**Absent**

Erin Ridgeway, Board Member

The meeting was brought to order at 11:01 am.

**1. Approve March minutes**

- a. The March minutes were approved with corrections: the presentation was at 1pm, and lunch was at 11am.

**2. Approve April minutes**

- a. The April minutes were approved with corrections. "Meeting" was corrected to "Executive Session."

**3. Reports:**

- a. Treasurer - see report submitted.
  - i. The chapter's Zoom subscription was renewed. Upcoming expenses include the mailbox in September, and the summer COIL workshop.
  - ii. The chapter requested its annual reimbursement from ACRL.
  - iii. A tax return was filed for 2017.
  - iv. Domain registration is coming up for renewal. Since there is no discount for longer periods, it is cheaper to remain at our current hosting service.

- v. The Treasurer is still awaiting information on the new name for the chapter's bank. Board members will be notified once that has been finalized.
- vi. Membership Audit Update was completed by Emrys Moreau and Kaitlyn Palone. The OK-ACRL chapter currently has 135 members. Twenty people signed up for listserv at OLA. Of those twenty, ten were from academic libraries, and two were vendors. Vendors were not included in the 135 names sent to the national chapter.
- vii. Conference Accommodations Statement Update - see report.
  - 1. The board voted to approve a refund statement that will be added to the conference accommodations statement.
- b. COIL - Matt Upson.
  - i. The COIL board is meeting today to finalize summer workshop location and time, which is tentatively scheduled for Friday August 3 in Stillwater. The proposed theme is "Dealing with Misinformation/Disinformation/Fake News."
- c. Café Press/Zazzle update.
  - i. No report.
- d. Bylaws Committee update (Karl, Andy, Toni, Emrys) The Bylaws Committee met on March 15. The committee has not yet drafted the changes in final form for a vote.

#### **4. Old Business**

- a. Conference Speakers
  - i. Beth Jones has not heard back from ACRL regarding the speaker request.
  - ii. Beth Jones has contacted Lynn Silipigni Connaway from OCLC regarding the Essential Areas of Research for Libraries and the Literature Analysis Dashboard.
  - iii. Other speaker ideas were solicited from board members.
- b. Sponsorship
  - i. The conference sponsorship documents have been edited and are ready to go out to vendors.
- c. Endowment
  - i. There was discussion regarding the April meeting and the direction the Board wanted to take regarding the proposed endowment.
  - ii. All board members should have received an endowment packet with printed information and brochures.
  - iii. Beth Jones proposed creating a profile for OK-ACRL on GiftSmartOKC. This service is not endowment-specific, but exposes us to potential donors. She will bring information back at next meeting.
  - iv. Andy Taylor's mother, Phyllis Danley, who has extensive experience with foundations, has kindly agreed to come to the June meeting to discuss donor relations and planning.

#### **5. New Business**

- a. It was suggested that the Save the Date for the conference should go out to the listserv.
- b. There is a supplies Inventory on Google Drive for the chapter. If board members are storing any OK-ACRL supplies or equipment, please add that information to the supplies inventory, so that we can keep track of where items are.
- c. OLA Report
  - i. Amy Lagers from TCC is the winner of free conference registration in November.

- ii. Names collected in the OK-ACRL drawing at the booth will be added to the membership spreadsheet.

**6. Other topics for discussion**

- a. Next meeting, June 8<sup>th</sup> will be in person at OU-Tulsa.
- b. July 13<sup>th</sup> will be a virtual meeting.
- c. Next in-person meeting is August 10th in Broken Arrow.
- d. Conference date is November 9<sup>th</sup>, 2018.

**The meeting was adjourned at 11:35am.**

Respectfully submitted,

Toni Hoberecht  
Secretary, OK-ACRL