



OK-ACRL Executive Board

Minutes June 8, 2018

In Person – OU Tulsa

Present

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

Absent

Matt Upson, COIL Chair
Erin Ridgeway, Board Member

1. Presentation/Suggestions about Endowment, Phyllis Danley

Guest Speaker Phyllis Danley discussed issues that the board should be familiar with regarding endowments, and made suggestions for communicating effectively with donors.

2. Approval of May minutes
 - a. The minutes were approved.
3. Reports
 - a. Treasurer
 - i. See submitted report. The Chapter currently has \$7950.25 in account. Recent payments include airfare for our conference speaker in November, and payment for our website domain.
 - ii. The chapter's bank's name change has been finalized Stillwater Bank is now Simmons Bank.
 - iii. Our chapter has received reimbursement for membership from ACRL.
 - iv. The treasurer has enrolled us in fraud alerts for our credit card.

- v. The Treasurer has added fee refunds statement to accommodation statement.
 - vi. Conference promotions have been developed and will soon be disseminated to the membership.
- b. COIL - see submitted report. Karl read report on behalf of Matt Upson, who was absent.
 - i. The workshop announcement plus a call for proposals has been sent out.
 - ii. The conference theme is Empowering students through web literacy and information environmentalism. OU-SLIS will provide sponsorship. A draft COIL logo was submitted.
 - iii. The board approved a \$150 disbursement to COIL for conference expenses.
- c. Café Press/Zazzle update (Erin)
 - i. No report
- d. Bylaws Committee update (Karl, Andy, Toni, Emrys)
 - i. The Secretary will draft a Rationale for Proposed Changes.
- 4. Old Business
 - a. Conference Speakers
 - i. Stephanie Mikitish has been confirmed as the conference keynote speaker. She has been asked to speak on the ACRL/OCLC collaboration on Academic Library Impact, specifically the Essential Areas to research and the use of the Literature Analysis Dashboard.
 - ii. Steve Locy suggested a 2nd speaker, Lili Luo, who just released a paper entitled Experiencing Evidence-Based Library and Information Practice (EBLIP) Academic Librarians Perspective (<https://crl.acrl.org/index.php/crl/article/view/16731>). The President will inquire as to this speaker's availability.
 - iii. See estimated budget for the Conference in Annual Conference Folder.
 - b. Sponsorship
 - i. The President will start contacting vendors for conference sponsorship.
 - c. Endowment
 - i. The President will draft the chapter's "endowment story" as recommended by our guest speaker, and will begin work on creating our chapter's profile on GiveSmartOKC.
 - ii. The Past-President reported on information he received on using specific templates and tools to make future fundraising tasks easier.
 - d. Board members should consult the inventory spreadsheet on Google in the 2018 folder and update as necessary.
- 5. New Business
 - a. Kaitlyn has conference food options for us to consider. See details in the Annual Conference Catering folder.
 - i. Continental breakfast is most cost effective.
 - ii. There was discussion of options for lunch.
 - b. Outstanding Service Award
 - i. Past president will issue a call for nominations and will be in charge of this process.
 - c. Call for Proposals for the conference was discussed, including the possibility of a poster session. Board members discussed the possibility of a poster session in which participants were invited to reuse posters created for other conferences.

- d. The President proposed a tentative schedule for the conference. The impact of having a second keynote speaker was discussed, versus additional presentation tracks.
- e. The registration fees will remain at \$65. Presenters will receive free registration, and poster contributors will receive a discounted rate of \$50. Students will pay \$25.
- f. The treasurer will contact SLIS regarding sponsorship opportunities.
- g. Chapter election: the following positions are open for the upcoming year.
 - i. Secretary
 - ii. President Elect
 - iii. Board members at large - Steve Locy will retire in December. Only one new board position is needed.
 - iv. Treasurer
 - v. Webmaster
- h. Future Meetings
 - i. August 10th @ NSU Broken Arrow
 - ii. September 14th Virtual
 - iii. October 12th @ UCO
 - iv. Conference November 9th, 2018
- 6. Other topics for discussion
 - a. None.
- 7. Adjournment

Respectfully submitted,
Toni Hoberecht, Secretary