



OK-ACRL Meeting, August 23rd, 2019

Location: Online Zoom

12:00-1:30

Present

Andy Taylor, President
Beth Jones, Past-president
Toni Hoberecht, Secretary
Jamie Holmes, Member-at-large
Karl Siewert, Webmaster
Marla Lobley, COIL chair
Emrys Moreau, Vice-president/President Elect
Clarke Iakovakis, Member-at-large

Absent

Kaitlyn Palone, Member-at-large
Anona Earls, Treasurer

1. The meeting was called to order at 12:03 pm.
2. The minutes from the June meeting were approved.
3. Reports
 - a. President. Most of the conference rooms have been reserved, and the rest should be reserved shortly.
 - b. Treasurer. The president made the Treasurer's report in the treasurer's absence. The full report has been uploaded to Google Drive. The Chapter has \$9,670.75 in its bank accounts. The cash box, last used at the unCoiled conference, has \$155.00. The Coil chair has been reimbursed for unCoiled conference expenses. \$38 from OLA donations will be deposited.
 - c. President-elect. Library carpentry workshop survey draft has been sent to the board for comments and suggestions. The plan is to send the completed survey to membership next week, to be open for two weeks.
 - d. Secretary. No report
 - e. Web Master. No report.
 - f. COIL Chair. No report.

4. Old Business

- a. The conference call for proposals was sent out to the membership last week. So far there has been only one response. There was a brief discussion of revising the call and resending it. The president will send out a draft of the revision to the board for inspection.
- b. Panel speaker update. Matt Upson and Paula Settoon have both agreed to be panel speakers for the conference.
- c. The president is completing the catering arrangements. He will have all necessary information by next week so that it can be compared to the Panera quote.
- d. The Bylaws Committee reports that the bylaws revision is complete and ready to submit to the membership for vote. This must occur a month in advance of the election, which will occur in November. So the bylaws revision must be distributed to the membership in early October.
- e. Federal Funding Letter update. The board was in favor of sending it out. The past-president will produce a draft with Clarke's help. The Board will vote on the wording of the letter through email.

5. New Business

- a. Guide to Policies and Procedures: The Secretary will begin a draft of the *OK-ACRL Guide to Policies and Procedures* based on the national chapter's *Guide*, and will present it to the board for further comment.
- b. Travel and lodging arrangements for the conference has been taken care of by the Treasurer in the past, who receives approval from the President for any proposed expenses. Traditionally, these expenses are paid only for out-of-state speakers.
- c. Conference information will soon be available on the OK-ACRL website, including the full schedule, speakers, registration, food, maps, directions, and parking. Clark volunteered to assist with providing graphics.
- d. Positions open for the next election are President-elect, two at-large positions, and the Secretary position. The Past-President is now accepting any recommendations for these positions, and will send a call for nominations to the membership. The election should open a week before the conference, and close the week after.

6. Other discussion items

- a. At our next meeting, the board will select a person to serve on the ad hoc development committee, which will perform the functions of the proposed Development Officer. The ad hoc committee serves until the first Development Officer is elected in 2020. Before the next meeting, please send the President nominations.

7. The meeting was adjourned at 12:42pm

Next meeting:

Thursday, September 26th, 2019, Zoom Online, 12:00-1:30

Toni Hoberecht, Secretary, OK-ACRL