



OK-ACRL Meeting, September 26th, 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
Kaitlyn Palone, Member-at-large
Anona Earls, Treasurer

1. The meeting was called to order at 12:02pm.
2. The minutes from the August meeting were approved as amended.
3. Reports
 - a. President
 - i. The President reported that he continues to work on the conference catering.
 - b. Treasurer
 - i. The Treasurer's report has been uploaded to Google Drive. The chapter's current bank balance is \$9,533.42 in BOK.
 - ii. The Treasurer reports that arrangements for keynote speaker Matt Cook are being made for the conference.
 - c. President-elect
 - i. No report.
 - d. Secretary
 - i. The Secretary requested that board members look at the draft of our chapter's Guide to policies and procedures, and make comments and suggestions directly on the document, which is found here:
https://docs.google.com/document/d/1hVo9GhVKmnjWXpA2eAf6Q8Ex3dF6RdZQ_4kMVjXvBz4/edit?usp=sharing
 - e. Webmaster
 - i. The Wordpress site is now updated, and this year's conference pages are being constructed. There was discussion of paying for a 3rd party registration form provider that would allow the Chapter to take in registration payments. The Webmaster moved that the chapter purchase a

two-month subscription to Wufu, at an estimated cost of \$19 a month for approximately two months. The motion was seconded and approved.

- ii. There was discussion about using a Google Voice telephone number for the chapter, which had advantages over the chapter's current practice of using different individual people's phone numbers. The board voted and approved to allow this change. The Webmaster will investigate details and will report back to the board.

f. COIL Chair

- i. COIL elections will be in October.

4. Old Business

- a. The President is still finalizing catering issues, and making sure that the 3 breakout session rooms will be booked.
- b. Library Carpentry discussion: The President-Elect reported that the Library Carpentries survey has 23 responses to date. She will send out another reminder to Membership to complete survey. So far responses seem to indicate that people are very interested and would be glad for the Chapter to offer it.
- c. Letter to representatives: The President-Elect reports that a draft has been drawn up and will soon be edited and finalized.

5. New Business

- a. Travel plans for conference speaker Matt Cook are being finalized. Just as a reminder, the Chapter will not be paying for accommodations for in-state presenters.
- b. Appointment of Endowment Board Member: The President appointed Beth Jones as the ad-hoc endowment board member, and Beth is willing to serve.
- c. Folders and information at the conference: Please let the President know if you can donate folders for the conference. About 75 are needed.
- d. Proposals discussion and schedule: There are currently 8 full session submissions and 5 poster presentation submissions. All submissions have been accepted. The day's schedule is tentatively set as follows:
 - i. Keynote in morning
 - ii. AM breakout
 - iii. Lunch
 - iv. PM breakout
 - v. Panel
 - vi. There was discussion of the order of sessions, and where the business meeting fits in, as well as length of sessions.

6. Other items

- a. Librarian of the year award: Beth Jones has sent out an announcement to the membership. She will send out a reminder, and will update the board on nominations.
- b. The Secretary will contact presentation and poster submitters and inform them of their acceptance.
- c. Door prizes: Last year the door prize budget was \$200. There was discussion of appropriate prizes. Beth Jones will follow up and report back to the board.
- d. Elections: Open positions this year are President-Elect, Secretary, and two board positions. The President-Elect is accepting nominations, and reported on progress so far.
- e. The Board expressed thanks to Clarke for the conference graphic.
- f. Marla pointed out that the conference date conflicts with OLA Gold.

7. The meeting adjourned at 12:47pm.

Next meeting:

Friday, October 25th at the Northeast Campus of TCC for walk-through, 1-2:30 p.m. with lunch before

Respectfully submitted,

Toni Hoberecht

OK-ACRL Secretary