



OK-ACRL Meeting: Friday, September 18, 2020

11:30-12:30

Location: Zoom

### **Present**

Emrys Moreau, President  
Andy Taylor, Past-President/Archivist  
Kaitlyn Palone, Vice-President/President Elect  
Anona Earls, Treasurer  
Sarah Burkhead Whittle, Secretary  
Karl Siewert, Webmaster  
Jamie Holmes, Member-at-large  
Clarke Iakovakis, Member-at-large  
Holly Luetkenhaus, COIL chair

### **Absent**

Erica Argyropoulos, Member-at-large  
Beth Jones, Ad Hoc Endowment Committee (Endowment Coordinator)

Call to order 11:33 a.m.

1. The minutes from the August meeting were approved.
2. Reports
  - a. COIL Chair. No report.
  - b. Treasurer. We had only 1 transaction the past month, the ACRL Chapter reimbursement for our Zoom subscription, \$149.90. We currently have \$9,326.45 in our accounts. Our UPS Store mailbox renewal is due by October 1st with payment options of \$150 for 6 months / \$240 for a year / \$480 for two years. A motion was made and seconded to choose the option of \$240 for a year. The motion was approved. Emrys will call the UPS Store to pay over the phone next week.
  - c. Webmaster. Bluehost is upgrading their PHP, which means we might need to do this on our own. Karl will look into this to see if this will impact Wordpress so our website will not crash before the conference. Karl granted an AMIGOS staff member access to our

list-serv to distribute information, but he wanted to seek insights into thoughts about larger groups like this in the future. Sarah suggested creating a simple code of conduct in the welcome message for new members to know approved messages to send via the list-serv. Karl will look into this and draft appropriate language. Also, he does not see a way to have a standard signature on our OK-ACRL outgoing emails.

### 3. 2020 Conference

- a. Proposals. 13 full session proposals have been submitted, all of them seem best suited for a full presentation and not a lightning presentation. Emrys never heard back about interest in a Tribal libraries panel, so we will wait on this idea for now.

- b. Schedule - 8:45 a.m. - 2:15 p.m. with sufficient breaks in-between sessions.

Holly used breakout rooms for the unCOILed conference, both a randomized group and a pre-established group and both worked well.

Discussion centered around pros and cons of whether Zoom Webinar would be a good option, if we were to upgrade to this format. Karl found out that a yearly subscription for 100 attendees is \$400 for Zoom Webinar. Emrys will see if Zoom could give us a monthly rate as a non-profit.

Discussion was made about considering a pre-conference with pre-recorded presentations available in advance of the conference, if not this year then possibly next year, or a Spring conference as well with only presentations and no keynote addresses.

Discussion centered around only accepting the 6 proposals that have a direct tie-in to the conference theme: Other Duties as Assigned (panel), Be an Equity Champion, Connecting the Dots, De-Mystifying Web (panel), DEI in Collection Development, On Cataloging Ethics, and TERF Wars.

The suggestion was shared to combine the two proposals on accessibility for a joint panel presentation. Emrys will reach out to the Other Duties as Assigned and De-Mystifying Web individuals to see if they are willing to do so.

- Welcome and announcements (8:45-9:00 a.m.)

- Opening keynote (9:00 - 10:00 a.m.)

- 15 minute break (10:00 - 10:15 a.m.)

- 3 sessions (10:15 - 11:00 a.m.)

- 15 minute break (11:00 - 11:15 a.m.)

- 3 sessions (11:15 a.m. - 12:00 p.m.)

- Lunch (12:00 - 1:00 p.m.)
- Closing keynote (1:00 - 2:00 p.m.)
- Closing and door prizes (2:00 - 2:15 p.m.)

Emrys will ask presenters if they are comfortable creating a Zoom recording for participants to watch later.

- c. Land acknowledgement. Karl reminded us of how the land acknowledgement statement reminds participants about the tenancy of land on which we gather. Using the website <https://native-land.ca/>, the Board agreed it would be a good idea for him to use his geographic location as a personal example and then share the website for others to look up other original tribal lands.
- d. Tech
  - i. Tech Logistics committee of 2-3 people. Karl, Kaitlyn, Emrys, and Jamie volunteered to be a part of this committee.
  - ii. Conference/webinar upgrade for Zoom for 1 month. Emrys will look into pricing.
- e. Accessibility
  - i. Captioning - <https://www.rev.com/zoom-live-captions> \$20 per-month / free trial  
 Rev Live Captions show up directly in your Zoom window and will caption all the speakers in your meeting. Attendees will be able to decide whether or not they'd like to see captions in their own Zoom windows at the click of a button. Your privacy, security, and peace of mind are of the utmost importance to us. Once speech data is sent through our system and processed, it is deleted immediately. You can rest assured that we store 0% of it.  
 The Tech Committee will look into this tool more. Holly also shared the website <https://webcaptioner.com/>
  - ii. Requesting PDFs of presentation materials in advance if possible (converted to text for screen readers) to share with participants. Emrys will ask for this need when she sends the acceptance notifications.
- f. Registration. Emrys and Karl will begin chatting about having online registration available soon.
- g. Award hiatus? Discussion centered around the difficulty of when this would take place during the online conference, plus mailing the award. A motion was made and seconded to take a hiatus from the award this year. The motion was approved.

- h. Prizes - Copies of Stephen's book or virtual Gift cards? A motion was made and seconded to take a hiatus from giving away door prizes this year. The motion was approved.
- 4. Library Carpentries Workshop. This item will be tabled until after the conference.
- 5. Other business
  - a. Policies & Procedures Manual. This item will be tabled until after the conference.
  - b. OLA's University & College Division
    - i. OK-ACRL will be receiving an invitation to attend a special UCD meeting in October regarding staff transformation in terms of moving from working at the library to working from home
    - ii. UCD liaison discussion
  - c. Discussion about future office elections. Kaitlyn is in the process of contacting Board members about whether or not they wish to run again.
  - d. Teaching Tuesday events at OU Schusterman. Emrys will send out links for these free upcoming sessions about copyright and open educational resources.

A motion was made and seconded to adjourn the meeting. The motion was approved. The meeting adjourned at 1:07 p.m.

Next meeting: Friday, October 16, via Zoom at 11:30am-12:30pm

Respectfully submitted,  
Sarah Burkhead Whittle  
OK-ACRL Secretary