



OK-ACRL Meeting

April 19, 2024

11:30 a.m. - 1:00 p.m.

Location: Online via Zoom

Present:

Sarah Burkhead Whittle (she/her), President

Clarke Iakovakis (he/him), Past President

Amanda Schilling (she/her), Vice-President/President Elect

Bethie Seay (she/they), Secretary

Karl Siewert (they/them), Web Manager

Brandon Martin (he/him), Board Member at-large

Jennifer Hulseay Campbell (she/her), Outreach Coordinator

Absent:

Ashley Bean (she/her), Treasurer

Emrys Moreau (she/her), Development Coordinator

Marianne Myers (she/her), Board Member at-large

Jon Goodell (he/him), Board Member at-large

Nicole Sump-Crethar (she/her), COIL Chair

Call to order at 11:35 a.m.

Agenda item	Discussion	Tasks/Conclusion	Person responsible	Due date
Approval of the March 2024 meeting minutes	A motion (Jennifer) and a second (Amanda) were made to approve the March minutes. The motion passed.			
Reports				
COIL Chair	<p>Nicole absent. Sarah noted that the board met on 4/18.</p> <p>Upcoming activities:</p> <ul style="list-style-type: none"> ● Instruction Award call for nominations went out through the listserv. Nominations will be accepted until May 10th. ● Call for proposals open for “AAA Road Trip: Advice, AI, and Automation.” UnCOILed will be at UCO July 18th. ● “COIL Conversation and Coffee” will be held on Zoom June 14th. 			
Treasurer	<p>Ashley absent. Sarah noted: Report available in Google Drive.</p> <p>Report highlights:</p> <ul style="list-style-type: none"> ● Total balance: \$9,926.74 ● Checking balance: \$5,709.42 ● Endowment savings balance: \$4,217.32 <ul style="list-style-type: none"> ○ \$1.25 interest earned ● No deposits or withdrawals <p>Emrys and Ashley have not met to discuss conference fees yet.</p>			
Endowment	Emrys absent. Sarah noted:			

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Chair	<p>Report available in Google Drive.</p> <p>Emrys is continuing to work on Guidestar transparency award requirements.</p> <p>Emrys has a meeting set in June for a foundation directory and finding grant/donation sources, and will attend more grant writing workshops in April and May.</p> <p>Percentage of members giving to the endowment, Paypal balance, and April donation are included in the report.</p>	<p>Continue reviewing Guidestar requirements*</p> <p>Continue learning about donors*</p>	*Emrys	
Web Manager	Automatic Wordpress update went smoothly. Nothing major to report.	Continue exploring email options for Google Workspace transfer*	*Karl	
Outreach Coordinator	<p>Things are good:</p> <ul style="list-style-type: none"> ● Interactions are up ● Reach is down a little bit <p>Coming up:</p> <ul style="list-style-type: none"> ● World Book Day is on Tuesday 4/23. Jennifer will post a cute graphic to stories. ● May and June will be UnCOILed content <p>There are some concerns about cloud storage space for graphics. Should we look into archiving some of the files? Jennifer can export Facebook posts into pdf format and will plan to do this annually.</p>	Create/begin annual schedule to export Facebook content*	*Jennifer	

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Old Business				
Carpentries Report	There were 29 people who registered. Attendance is unknown, pending conversation with Jenny Bodenhamer. Nicole's goal (have more attendees than helpers) was far exceeded.			
Review of Bylaws / Policies & Procedures	<p>Clarke noted that the bylaws were reviewed/updated in recent years under Jamie. Procedures documentation was not updated. Jamie has offered to talk about those previous changes. Sarah, Clarke, Jamie, and Amanda will meet to discuss.</p> <p>One bylaws change of note:</p> <ul style="list-style-type: none"> • During the 2nd year of the Secretary's term, the President will make a committee to review the policies and bylaws. This will take place during Amanda's presidency) 	Discuss prior bylaws/procedure changes*	Clarke, Sarah, Amanda, Jamie*	
Conference Registration Fees	<p>Proposal for a percentage of annual conference registration fees to be applied to the endowment:</p> <ul style="list-style-type: none"> • Emrys and Ashley plan to meet soon to discuss percentages. 	Discuss conference fee percentages*	*Emrys & Ashley	
New Business				
Annual Conference	<p>Brainstorming</p> <ul style="list-style-type: none"> • Themes: <ul style="list-style-type: none"> ○ Vintage 80's greatest hits ○ Success stories • Topics: 			

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	<ul style="list-style-type: none"> ○ Karl's title idea: Business up Front, Party in the Back: The Role of Creativity and Fun in Academic Librarianship ○ Bringing hobbies into work and sharing accomplishments ○ Brandon's idea: Winning Formula: Sharing Success Stories. ○ There are concerns that "creativity in libraries" may not draw enough proposals due to the connotations of "creativity" being artistic and exclusionary. ○ Sarah will send out an email to gather thoughts/votes on the topic. ● Location: NSU BA <ul style="list-style-type: none"> ○ Brandon and Jennifer made contact with Wendy Reed, the events coordinator for BA campus. We have holds on two rooms to start with in the education building (all library rooms are booked out by Epic). One is the Annex behind the auditorium which seats 50-75. The other Classroom 170 beneath the staircase. There are bigger spaces available, but expected attendance doesn't warrant the ballroom. ○ Fall room schedules aren't locked in yet for classes. More info to come in June/July, then we could hold more rooms. ○ No facility fees will be charged. ○ Wifi and presenter computers would be available. 	Send email for topics/speakers discussion*	*Sarah	*ASAP

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	<ul style="list-style-type: none"> ○ Hotel arrangements could be made in the future (the closest one is 3 miles away). ○ Catering has three options: free lunch hour, third party caterer, or in-house sodexo catering (not required under 75 attendees). ○ Tom Rink has offered to do campus tours. ● Price: <ul style="list-style-type: none"> ○ Tabled for now, awaiting discussion on donating fees to endowment. ● Speakers: <ul style="list-style-type: none"> ○ Do we want the keynote chosen and announced before the call for proposals? Theme first or keynote first? ○ Karl noted that Janet Brennan Croft has an upcoming book, writes scholarly work on Buffy and Supernatural etc. She has been in library management for years and could speak broadly to success and creativity combined. ○ Clarke found a list from ACRL to invite board members to speak virtually ○ Sarah plans to reach out to potential speakers in May. ● Timing: <ul style="list-style-type: none"> ○ The call for proposals has typically gone out in late August/early September. Board members agreed that this year's call should go out earlier to give people more time during the hectic 	<p>Continue thinking of potential speakers, weigh in through Sarah's email discussion**</p>	<p>**All Board Members</p>	<p>**5/17</p>

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	beginning of semester. Aiming for right after UnCOILed, the call will go out on July 22nd.			
Summer Plans	NSU libraries was selected as a location for the ACRL roadshow: " Assessment in Action " to be held on Monday, June 10. Admission is \$25. Board members agreed that this should be promoted on our social media. Jennifer will post flier to social media	Post ACRL roadshow to social media*	*Jennifer	*ASAP
Roundtable	Nothing reported.			
Next Board Meeting	May 17th at 11:30 a.m. via Zoom.			

Adjourn at 12:52 p.m.

Submitted by
Bethie Seay, OK-ACRL Secretary
April 19, 2024