



OK-ACRL Meeting

May 17, 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

Ashley Bean (she/her), Treasurer

Bethie Seay (she/they), Secretary

Emrys Moreau (she/her), Development Coordinator

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

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

Jennifer Hulseay Campbell (she/her), Outreach Coordinator

Absent:

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

Karl Siewert (they/them), Web Manager

Call to order at 11:31 a.m.

Agenda item	Discussion	Tasks/Conclusion	Person responsible	Due date
Approval of the April 2024 meeting minutes	A motion (Clarke) and a second (Ashley) were made to approve the April minutes. The motion passed.			
Reports				
COIL Chair	Nicole absent. No updates to report. Sarah noted some reminders: <ul style="list-style-type: none"> ● Virtual Zoom “COIL Conversation and Coffee” happening on Friday, June 14th at 10 a.m. ● UnCOILed CFP closed on May 10th 			
Treasurer	Report available in Google Drive. Report highlights: <ul style="list-style-type: none"> ● Total balance: \$9,927.95 ● Checking balance: \$5,709.42 ● Endowment savings balance: \$4,218.53 <ul style="list-style-type: none"> ○ \$1.25 interest earned ● No deposits or withdrawals Ashley is working on getting a non-profit credit card.	Continue with getting non-profit credit card*	*Ashley	
Endowment Chair	Report available in Google Drive. <ul style="list-style-type: none"> ● Paypal balance: \$151.90 ● No transfers 			
Web Manager	Karl absent.			

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Outreach Coordinator	<p>Reach is up, posts are appearing on news feeds.</p> <ul style="list-style-type: none"> ● World Book Day posts did well, and stories did well. Jennifer will likely be adding stories to go with posts in the future. ● ACRL Roadshow went out 5/16 <p>Upcoming posts:</p> <ul style="list-style-type: none"> ● UnCOILed ● ACRL Roadshow reminder ● COIL Conversations and Coffee 			
Old Business				
Conference Registration Fees	<p>Ashley and Emrys created a policy proposal for a percentage of annual conference registration fees to be applied to the endowment, and shared it with Clarke and Sarah for input. The resulting draft policy is available in Google Drive (Endowment folder). Draft highlights:</p> <ul style="list-style-type: none"> ● Donation would only occur in years where there is profit from annual conference, and funds would be eligible for donation at the end of the fiscal year (December 31st) ● The eligible amount is left open for board members to decide each year instead of setting a certain percentage, based on calculations from the Treasurer. The Endowment Chair is left out of this decision. The flexible amount helps to accommodate fluctuating/rising costs of food and speaker travel. ● The Treasurer would suggest an amount, discuss it with the President and past President, and then bring it to the 			

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	<p>board for a vote.</p> <ul style="list-style-type: none"> ● If the donation were to begin this year, Ashley suggested a \$500 maximum amount. <p>Thoughts from Board members:</p> <ul style="list-style-type: none"> ● The finalized policy would need to be added to the Policies & Procedures. ● The main operating cost increase is conference food. Could we consider doing a dine-around for this year's conference? We could stop providing food to keep registration costs low. Food/cost discussion tabled until the next meeting. ● Karl will need to look at the policy draft and ensure that web-related costs are considered. <p>The policy will be voted on at the next monthly meeting.</p>	<p>Review draft policy, make notes*</p>	<p>*All Board Members</p>	<p>*6/21</p>
<p>Annual Conference Speaker</p>	<p>Janet Brennan Croft was chosen as the first choice of keynote speaker following email correspondence between Board Members. Sarah reached out via email, and Janet expressed interest.</p> <ul style="list-style-type: none"> ● Janet's preliminary ideas center the basic draft question: "Our field is asking for more courage from us as we face challenges to our bedrock beliefs in free access to information and the value of diverse viewpoints, of representation of different ways of living, of higher education, and of imagination. Where can we find inspiration to keep going?" ● Speaker fee: travel + lodging + \$250. Janet said that Tulsa is a drive she could make (from Iowa) in a day. 			

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	<p>Suggestions/feedback from Board Members:</p> <ul style="list-style-type: none"> ● Could resiliency be mentioned? It might have a wide appeal, and ties into courage ● Ashley believes speaker fees and travel would be reasonable. ● Travel cost considerations: <ul style="list-style-type: none"> ○ Would she use her own car or need a rental? ○ Car travel expenses would include potential toll roads, \$150-\$200 gas (based on current price per gallon and the distance; OR the IRS standard deduction is \$0.67/mile), rental fee ○ Other costs would include 2 nights in a hotel and meals during travel <p>A motion (Amanda) and a second (Bethie) were made to contact Janet with the intent of her being our keynote speaker, with suggestions and feedback. The motion passed.</p>	<p>Follow up with Janet: ask about resiliency and inspiration, ask about car expenses*</p>	<p>*Sarah</p>	<p>*ASAP</p>
ACRL Roadshow	<p>“Assessment in Action” at NSU Tahlequah: Monday, June 10th</p> <ul style="list-style-type: none"> ● Registration is still open. 			
New Business				
Jon Goodell Vacancy	<p>Jon has relocated to the Medical College of Wisconsin and will no longer be serving as Member-At-Large. Member at Large Sec. 6 Vacancies Policies state that remaining Board Members may make an appointment to fill the role.</p> <p>Option 1:</p> <ul style="list-style-type: none"> ● Appoint someone for 6 months ● Potential candidates: 			

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	<ul style="list-style-type: none"> ○ Sonja Settle, OSUHSC: Jon mentioned she may be interested ○ Casey Lowry, UCO: expressed interest to Jennifer at OLA ○ Zane Ratcliffe, OSU-Tulsa: expressed interest to Jennifer at OLA ○ Caitlin Cundiff, OSUIT: ran for Member-At-Large in previous election (but is currently COIL Chair-Elect) ○ Ash Horn, RSU: expressed interest to Bethie at OLA <p>Option 2:</p> <ul style="list-style-type: none"> ● Leave the position unfilled for 6 months and wait for the election in November. <p>Board Members agreed on Option 1, with the intent to appoint someone interested, motivated, and possibly early in their career. The appointed Member-At-Large would serve the remainder of the current term (until December 31st), and would be eligible to run in the election as incumbent member.</p> <p>Candidates will be contacted one by one in the following order until role is accepted:</p> <ol style="list-style-type: none"> 1. Zane 2. Sonja 3. Ash 4. Casey 	<p>Contact Member-At-Large candidates*</p>	<p>*Sarah</p>	<p>*ASAP</p>

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Next Board Meeting	June 21st 11:30 a.m.			

Adjourn at 1:01 p.m.

Submitted by
Bethie Seay, OK-ACRL Secretary
May 17, 2024