



OK-ACRL Meeting

March 27, 2025

1:30 p.m. - 3:00 p.m.

Location: Online via Zoom

Present:

Amanda Schilling (she/her), President

Sarah Burkhead Whittle (she/her), Past President

Matt Upson (he/him), Vice-President/President Elect

Grant Jones (he/him), Treasurer

Casey Lowry (she/they), Web Manager

Bethie Seay (she/they), Secretary

Emrys Moreau (she/her), Development Coordinator

Ona Lou Britton-Spears (she/her), Board Member at-large

Caitlin Cundiff (she/her), COIL Chair

Risa Jensen-Jones (she/they), Board Member at-large

Zane Ratcliffe (she/they), Board Member at-large

Absent:

Call to order at 1:30 p.m.

Agenda item	Discussion	Tasks	Person responsible	Due date
Approval of the February meeting minutes	A motion (Risa) and a second (Zane) were made to approve the February minutes. The motion passed.			
Reports				
COIL Chair	COIL is currently brainstorming themes and locations for the summer workshop. Looking at mid to late July for dates.			
Treasurer	<p>Treasurer report available in Google Drive.</p> <p>Report highlights:</p> <ul style="list-style-type: none"> ● Total balance: \$12,378.40 ● Checking balance: \$7,296.96 <ul style="list-style-type: none"> ○ Deposits: \$0 ○ Withdrawals: \$125.00 (OLA booth and gift cards) ● Endowment savings balance: \$5,081.47 <ul style="list-style-type: none"> ○ Deposits: \$0 ○ Withdrawals: \$0 ○ Interest accrued: \$1.36 <p>Grant has gotten a debit card in his name. No credit card. Grant has also been looking at alternative donation methods to paypal (like cashapp or zelle or venmo). There are not many options that don't require us paying something upfront. He will continue looking into it. One person has claimed their giftcard from OLA. Waiting for others.</p>	Continue investigating donation methods*	*Grant	

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Endowment Chair	<p>Endowment report available in Google Drive.</p> <p>Report highlights:</p> <ul style="list-style-type: none"> ● Balance: \$5,080.47 ● Paypal: \$89.67 (being transferred) <p>Emrys is looking into how to get the paypal account transferred to Grant so that it does not have to be closed and reopened.</p>	Paypal account transfer*	*Emrys	
Web Manager	<p>Casey will talk with Karl to figure out the Facebook page transfer.</p> <p>Question about COIL website: COIL has their own web person. Casey currently does not have access to the COIL site. Should Web Manager have COIL access for backup purposes? Caitlin agreed. Casey will work with the COIL web person (Kaitlin Crotty).</p> <p>Wordpress's site updated and sent a notification email to the OK-ACRL gmail, which then forwarded to Amanda. She will forward it to Casey and Caitlin to sort out.</p>	<p>COIL website access*</p> <p>Wordpress update email**</p>	<p>*Casey</p> <p>**Amanda, Casey, Caitlin</p>	
Old Business				
OLA Conference	<p>Booth went well!</p> <p>Suggestion: for next year, we can have more stickers and things to give out.</p>			
Board Code of Conduct	Draft ongoing. Continue to add. Revisit in the summer.			

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Bylaws Review	Committee is meeting in May. Will start reviewing then.			
Annual Conference	<ul style="list-style-type: none"> ● Location: <ul style="list-style-type: none"> ○ Rose State Community Learning Center: Auditorium + 3 classrooms = \$775. Have not confirmed availability yet. ○ Amanda reached out to OCCC and is waiting to hear back (might try to contact Director Ann) ○ Matt suggested Stillwater as a third (and free) option. Parking might be difficult (we might try getting parking passes in advance for pre-registered attendees). ● Code of conduct: <ul style="list-style-type: none"> ○ Committee is chatting (Zane, Matt, Casey) ○ Adopting words from OLA's conf code of conduct. ○ Will meet soon. ● Theme ideas: <ul style="list-style-type: none"> ○ Accessibility/inclusivity? Since the new Title II rule will go into effect next spring. (them could be made more broad, 'libraries for all' or something to that effect, if we cannot use 'accessibility') ○ "Library as a _" ○ Continue to build on ideas, revisit in April meeting ● Speaker: 	Send OCCC Anne's contact info to Amanda*	*Emrys	

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	<ul style="list-style-type: none"> ○ As ideas develop, start thinking about possible keynote speakers. Scope out ACRL Conference and/or ALA Conference. Consider crafting the theme around the speaker. ● Date: November 21st 			
New Business				
Annual Conference	<p>Dates CFP opens: July CFP deadline: early-mid September Registration opens: October, after speaker is settled</p> <p>Pre-conference: to discuss in April or May</p> <ul style="list-style-type: none"> ● Last year's lightning talks went well. Free & virtual. 			
Website Not-Redesign	<p>Amanda and Casey talked while at OLA about doing a website redesign.</p> <ul style="list-style-type: none"> ● The site looks outdated compared to other websites. ● Might be nice to take a look at other Wordpress templates and identify potential options over the summer. ● Organization of the site is fine, but the look could be updated. ● Matt comments that every time he's needed to find some piece of info, he's been able to find it easily. ● Zane mentions that it's bare but accessible and serves its purpose. <p>Maybe just call it a 'reskin' and not a full redesign.</p>	Look into Wordpress templates*	*Casey	*Summer

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Board Listserv	<p>Seems to be working now. Matt was getting emails that said some messages were getting hung up in the system (could not send, were too many recipients). Is there some action that he needs to take to release messages? Only admins were getting those notifications.</p> <ul style="list-style-type: none"> ● Casey looked at settings and could not find anything. ● Emrys says that if an email is sent to the Board listserv and copied to individual emails, it gets hung up. So as long as it is only sent to the listserv address, it will be fine. <p>Casey asks do we really need a listserv for the board?</p> <ul style="list-style-type: none"> ● There seems to be lots of bugs and it has to be changed every year anyway. ● Adam is the one who originally created it, early on, because it made sense or was convenient at the time. Might be more convenient now for Board members to just use their own email groups and/or use individual email addresses. <p>Amanda asked for objections to using individual emails. No objections. Was set up through OneNet for free. We will hold onto it for now just in case.</p>			
Web Manager Responsibilities	<p>Can some responsibilities be handed off to others? Google Drive:</p> <ul style="list-style-type: none"> ● Should the Secretary manage the google drive? No objections from Bethie. 			

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Roundtable	Matt made it to the OLA advocacy meeting, and reports that legislation of concern will not be going through. Lobbyists are doing good work. 'No news is good news.'			
Next board meeting	April 10th at 1:30 p.m. via zoom.			

Adjourned at 2:37 p.m.

Submitted by
 Bethie Seay, OK-ACRL Secretary
 March 27, 2025