

COIL Meeting 5/25/2007

Meeting started at 12:55 pm. and ended at 2:58 pm.

Those in attendance Jason Dupree, Jamie Holmes and Thomas Thorisch.

Minutes were approved with one spelling correction.

Janet Bailey announced her resignation as secretary of COIL. She is leaving Oklahoma and moving to Abilene, Texas to work at the Abilene Public Library. As of result of her resignation, COIL members decided to conduct a special election for secretary. We decided to have this new secretary help with the workshop and serve August 2007 to December 2008. Jason will send out the announcement asking for candidates and create the online ballot. The group discussed how many more meetings would take place after the workshop, and decided on two; one in September and one in November.

Jason discussed the website updates. He would like to apologize for being behind schedule and offered to present the website change at the workshop.

Jason disclosed arrangements for virtual meetings in the near future especially one on June 29th to discuss the call for speaker submissions and the COIL surveys. A test of this virtual meeting (Vyew which is freeware) would be conducted on Friday, June 1 at 10:00am.

Jamie will explore the best possible lodging near to Broken Arrow. She discovered that the Best Western was booked heavily for another event and could not offer the usual price break for NSU-BA which means the cost would be \$80/night (approx. 4 mi. away). The other hotel Holiday Inn Express was \$109/night located at 51 and Elm. Jamie was going to look to see if any others might offer a cheaper rate but would be 10 miles or more away from NSU-BA.

Jamie was exploring the options for lunch plans. She mentioned Hamitup, Rib Bones and the Chinese Buffet. Jamie didn't have copies to share regarding options. Nothing addressed vegetarian options, she'll re-review the options and explore new ones. Some options offered prices for snack food for the break times but the prices seemed expensive. Coffee could be easily prepared from NSUBA facilities. Tom mentioned that last year's food was purchased from a local store and prepared by COIL members. For the morning break, we agreed that a fruit tray would be a more suitable choice and we'd need to acquire water, juice and tea. Coffee, tea and water would be used during the afternoon break. Tom felt that sweets would not be desired.

Call for Speakers--a few changes were made to the first draft prepared by Janet. A comment was made to change the title and wording to make it more appealing to a broader audience especially Systems Librarians. It was suggested to include "buzzwords" to encourage the kind of presentations we would like to see: wiki, blog, Aquabrowser, Del.icio.us, podcasting, etc. Plus, add a statement to encourage readers to

point out those who have experience. The deadline for submitting proposals is June 22, 2007. On July 2, 2007, presenters that have been selected will be notified of their acceptance. Tom mentioned seeking Cokie Anderson and/or OLA-UCD for possible presenters for the workshop.

Gifts--none. A certificate was mentioned to be rewarded to those who attend the workshop signifying he/she is now an "unconventional" librarian. Jamie mentioned she has unused marble paper for which we could use for these certificates. Janet was to design a certificate.

Registration—Jason planned to create the necessary documents for registration and keep the price at \$15/person if we eat at a restaurant, but if we provide food selections at NSU-BA, the price would be \$20/person. Jamie will secure folders, pens and paper for the workshop packets. Insert materials will consist of: agenda, evaluation form, contact list of presenters and website bibliography, ACRL material, and scrap paper. In regards to registration and possibly the call for speakers, it was deemed worthy to approach MPLA to see if we could offer hospitality to academic librarians from SE Kansas, SW Missouri and NW Arkansas. The registration deadline is July 24, 2007, the Tuesday before the workshop.

Minutes submitted by Janet Bailey