I. **Call to Order** – Linda Pye 11:15 am

II. **Roll Call** – Natalie Currie
   - Members present: Linda Pye, Stacy Schrank, Mel Kellogg, Natalie Currie, Susan Urban, Cherity Pennington, Wensheng Wang, Tonya Baldwin, Jill McFall, Charles Brooks, Kelsey Barker, Susan McVey, Shay Beezley, Karen Neurohr
   - Members not present: Tim Miller, Nicole Sump-Crethar
   - Also present: Jenny Bodenhamer, Suzette Chang, Pauline Rodriguez-Atkins, Parker Atkins, Ann Raia, Sheldon Beach

III. **Minutes of June Executive Board Meeting - Natalie Currie**
   - Stacy Schrank made a motion to accept the minutes of the June Executive Board meeting with no corrections. Susan Urban seconded. The motion carried with all in favor.

IV. **Treasurers’ Reports**
   - **OLA – Susan Urban:**
     - For the 2016-2017 year, the Association is in the black by $13,974. The Association made $40,000: $33,000 from the 2017 Annual Conference and $7,000 from workshops. Susan confirmed that these figures only include the 2017 conference and excluded some late payments from the 2016 conference. Stacy Schrank made a motion to accept the Treasurer’s report. Natalie Currie seconded the motion. The motion carried with all in favor.
   - **OKSL – Cherity Pennington:**
     - The ending balance for the 2016-2017 fiscal year is $864. Susan Urban added that OLA owes OKSL $250. OKSL Treasurer responsibilities are being transferred to Rachel Oard, pending some paperwork. Natalie Currie made a motion to accept the OKSL Treasurer’s report. Susan Urban seconded the motion. The motion carried with all in favor.

V. **New Business**
   - **Gail Currier- Endowment:**
     - For the last few years, the Endowment Committee has been overseeing the Scholarship Basket Auction at conference on behalf of the Scholarship Committee. The Endowment handles the logistics of the Scholarship Basket Auction, collects the proceeds, and then transfers those funds to the Scholarship Committee via the OLA Treasurer. Keeping track of this money, keeping it separate from the Endowment money, and transferring the funds is cumbersome for the Endowment.
     - Based on a recommendation from Marty Thompson of the Endowment, Gail proposes that since the Endowment Committee oversees the Scholarship Basket Auction, the Endowment should retain those funds and award the scholarships based on the Scholarship Committee’s recommendations. Eliminating this transfer of funds would simplify their accounting needs. Gail
also points out that many people who participate in the auction believe they are giving to the Endowment, anyway.

- Stacy Schrank posed the following questions:
  - Are there any potential conflicts in the way the Endowment is set up? Specifically, would there be a problem with the Endowment paying for scholarships that are awarded by OLA? Would the scholarships have to be owned by Endowment and not by OLA?
    - Susan Urban: Currently Endowment money in OLA accounts is transferred to the Community Foundation at the end of the year, resulting in a $0 balance for OLA’s Endowment account. However, money is retained in the graduate scholarship fund so that even if no money was raised in a year, the scholarship could still be awarded. Because of this, it would be tricky to award the scholarships out of the Endowment account.
  - Would anyone who gives money for the scholarship baskets then need to be given a tax deduction letter? Anything that goes to the Endowment should be a tax write off.
  - A legal opinion is needed on the most proper way to handle the money as there are questions about the tax implications related to the way the Endowment is set up and its relationship to OLA.
- Stacy suggested more information about the possible implications be gathered before a decision is made. Susan stated that altering the process could result in more complicated book keeping for OLA.
- Susan McVey asked if they had checked with the Community Foundation to see if there would be any issues on their end? Gail stated that someone had. The total amount of money transferred each year is around $3,100.
- Stacy asked if the baskets raise more or less than the amount awarded in scholarships each year? Or does the Endowment provide funds to supplement scholarships? Gail stated that this year the baskets raised about $1,800. Susan stated that OLA gave $1,500 in scholarships last year. Stacy stated that if the Endowment regularly supplements money to award scholarships, maybe it makes more sense to transfer ownership of the scholarships to the Endowment.
- The bigger questions are about the tax implications of the Endowment taking over the baskets and money raised, then administering scholarships, and whether or not this means the Endowment owns the scholarships instead of OLA.
- Gail stated that these are great questions and they will gather more information to report back. Gail mentioned that the Endowment Committee is also rethinking the enamel theme pins.
- Stacy stated that he would call and talk to Marty. Will get more information and report back in September.

**Proposed workshops:**

- Ethics
  - Ann Raia and Sheldon Beach presented a workshop proposal on behalf of the Ethics Committee that is scheduled for 11/2/2018. The workshop, *Information Literacy in the Digital Age*, will be in depth look at the history of journalism, how big data affects individuals online, and how to evaluate resources and spot fake news. Speakers include Dr. Betsy Martins from OU SLIS, Keily Rowe of Worx Company, and Krystal Boulden of OU Libraries. Keily Rowe is not requesting an honorarium, but travel, room and board would need to be covered.
  - Estimated attendance is 50 for the budget, 25 members and 25 nonmembers. They will adjust the time frames to generate a total of .5 CEUs.
  - Stacy Schrank suggested they re-estimate the number of expected non-OLA members for the budget, as it is not usual to have that many. Linda suggested planning for five
non-OLA members. Stacy suggested planning for 30 OLA members. This would also reduce cost of food. The overhead has to be 50%, subtracting any cost for food since food is a set cost. Other suggestions for reducing the cost included seeing if Keily Rowe’s company would pay for her expenses since it related to her work or asking someone in state to speak on the same topic. Stacy suggested considering charging more than the customary $65 for OLA members.

- Susan Urban stated that on average, workshops make between $1,200-1,800.
- Linda directed the board to create a motion with instructions for the Ethics Committee to investigate reducing the cost of the workshop and increasing the profit margin. Susan Urban made a motion to table the workshop request until next month’s meeting. Stacy Schrank seconded the motion to table. The motion to table passed with all in favor.

**Sequoyah Award Branding and Logo- Mel Kellogg:**

- Mel has been working with a committee comprised of Sequoyah and Marketing Committee members on creating a new Sequoyah Award logo. It has been observed that the target audience, children and teens, do not respond well to the current logo. This joint committee of Marketing and Sequoyah members did not come to an agreement on the designs that have been submitted. Mel and Shay Beezley propose that an outside graphic designer is hired to create a new logo. Mel also mentioned that April Miller might be a good choice.
- Karen Neurohr shared that the FOLIO logo was created via an OSU class project. OSU IT created several different options based on FOLIO’s criteria, and then FOLIO voted on the winner. FOLIO offered some cash to the winner after they voted. Karen also suggested working with NSU. Shay mentioned the committee asked the Cherokee Nation for assistance in creating the logo, but they did not have the resources to help. They are working with the Cherokee Nation to acquire approval for the final logo.
- Shay also mentioned they could solicit several different professional logo designs and then let Oklahoma students vote for their favorite. Mel will continue to head the committee and will include representatives from Sequoyah, including Cherity. Shay proposed using an RFP process. Mel stated that she and her committee will move forward based on this conversation.

**OLA Representation at AASL- Cherity Pennington:**

- Kelsey Gourd is moving to Nebraska. Kelsey had previously gotten approval from the Executive Board to use OKSL funds to attend AASL as a representative of OLA. Kelsey is asking via Cherity if she can still attend the conference using the previously approved funds. Stacy Schrank stated that the name on a flight can’t be changed for security reasons. AASL will probably let OLA change the name on the conference registration. Susan Urban will research to see if the flight is refundable. Stacy Schrank makes the following motion: OLA no longer supports the attendance of Kelsey to AASL out of OLA funds and will work with her to make other arrangements. Melody Kellogg seconds the motion and it passes. Stacy stated that Cherity Pennington should be sent in Kelsey’s stead, but did not make a motion at that time.
- **UPDATE:** The flight was not refundable. Linda contacted Kelsey to refund the cost of the flight to OLA, which is pending. AASL registration is being paid by OKSL and can be transferred to another person. The Executive Board voted via email to pay for Cherity Pennington’s flight and hotel to attend AASL in Kelsey’s stead. The vote passed with five in favor, two against, and one abstaining.
Changing the OLA Handbook- Shay Beezley:
  o OLA Handbook changes need to be sent to the Executive Board first, before they are sent to Michele Seikel, the chair of the Bylaws Committee. Many changes to the handbook are required since Kay’s Boies retirement. Currently, the process is driven by the DRoC chairs. Proposed changes should be sent to Tara to be placed on the Executive Board agenda (through August 31st), then should be sent to Michele to insert changes once approved. The Communications Committee will send a reminder to DRoC chairs to update their section of handbook and the process for doing so.
  o Mildred Laughlin Festival committee- Linda is working with that group. They will make some changes to their section of the handbook, specifically the requirement that the Festival must be on the last Friday of October.

VI. Unfinished Business
   • None

VII. Adjourn- A motion to adjourn was made at 12:50 pm by Stacy Schrank, seconded by Susan Urban.