

Committee Progress Report

****Type of report being submitted:** Committee Progress Report

****Date:** March 15, 2013

****Committee Name:** Resume Review Service Committee

****Supervising Board Member:** Coral Sheldon-Hess

****Chair, Co-Chairs, Assistant Chairs:** Jodie Borgerding & Cheryl Blevins

****Committee members:**

Jodie Borgerding	Cheryl Blevins
Holly Okuhara	Nicole Spoor
Anne Larrivee	Angela Pashia
Emily Buzicky	Melanie Kowalski

****Activity in Current Reporting Period**

a) Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):

- a. Anne Larrivee wrote an article on a job seeking related topic for the winter and spring issues of Footnotes.
- b. Recruited volunteers and advance appointments for the Midwinter resume review service. We had 14 booth greeters (9 on Saturday and 5 on Sunday), 37 reviewers (22 on Saturday and 15 on Sunday) and 130 (63 on Saturday and 67 on Sunday) reviewees. A satisfaction survey went out to all volunteers and reviewees. The results of that survey will be analyzed later this month and distributed to the NMRT Board at the next meeting.

b) Projects in progress but not yet completed:

- a. We have completed 46 email resumes reviews from July 1 – February 28th.
- b. Work will begin shortly on reviewing and updating the RRS page on the ALA website. The goal is to have this completed by Annual.
- c. An email recruiting potential on-site and email resume reviewers will be drafted and forwarded to the chair of the Retired Members Round Table. We have identified a need for additional email reviewers in the areas of medical, law, and archival librarianship. We hope to use the email drafted for the RMRT to recruit additional volunteers in those fields.

****Action Items/Issues to Be Resolved (What is left to do, based on your Planning Report? Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?):**

None

Financial Report Section:

Your budget appropriation (see budget)	a. \$100
Amount which you have spent so far this year	b.
Your estimated additional expenses this year	c.
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.
Difference between budgeted amount and total expenses from above (a-d)	e.

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