Committee Final Report

NOTE: ** = Required Field

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

****Date: 7/30/2013**

****Committee Name:** Archives Committee

****Supervising Board Member:** Jessica Pryde

****Chair, Co-Chairs, Assistant Chairs:**

Damon Campbell, Amanda Drost, co-chairs

****Committee members:**

Amy Roberson	a.n.roberson@gmail.com
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****Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):**

Collected, digitized, assigned, entered and verified 2011-12 final reports and 2012-13 planning and progress reports from NMRT board members and committee chairs. We also streamlined our "system" for collecting and assigning reports using Dropbox.

****Action Items/Issues To Be Resolved – What plans/projects remain which will be carried over or postponed until next year? Have there been any substantial changes in plans requiring a reconsideration or cancellation of projects? Information regarding such will be helpful for future chairs and planners.**

We did not get around to digitizing, assigning, and entering reports and minutes from the late 1990's received during the end of the 2011-2012 year.

A new Archives Database Migration ad hoc committee has been created by the incoming NMRT president in order to facilitate the migration of the hosting of the NMRT archives from Louisiana State University to NMRT. Hopefully this will be completed during 2013-14. When the migration is complete, the process for completing Archives committee work will change. Until that happens, the Archives committee should proceed as usual.

Not all the committee and board member planning and progress reports were submitted to ALA Connect. There is a spreadsheet with the missing reports.

Financial Report Section:

Your budget appropriation (see budget)	a. N/A
Amount which you have spent this year	b. N/A
Difference between budgeted amount and amount spent (a-b)	c. N/A

****Report submitted by:** Amanda Drost

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