

## **NMRT Board Member Planning Report**

**1. Office Name:** Secretary

**2. Office Term (Date: Ex. 2005-2006):** 2013-2014

**3. How do you plan to help committees address the four NMRT goals? (If it does not apply, put N/A.)**

1. To structure formal opportunities for involvement and/or training for professional association committee experiences on the national, state, and local levels.

The two committees I oversee, Handbook & Archives, are great opportunities to get unique committee experience while also learning more about NMRT.

**4. How do you plan to create a positive committee experience? What type of support do you plan to provide to chairs and committee members, and how often do you plan to provide such support?**

I have communicated to both committees that if they need anything all they need to do is ask. I am always available via email and try to respond as promptly as possible. If the task takes following up with another leader or committee member I am happy to do that in order to make sure everyone is clear on tasks and processes. I plan to provide support as often as needed.

**5. What future directions do you see your office or NMRT needing to take this year or the following year? What kind of strategies do you envision for addressing projects that affect committees outside of your supervision?**

I think the Secretary position needs to help NMRT get more involved in connecting with members or potential members via social media. I have already approached Board members and Committee chairs about being more proactive as far as the NMRT blog is concerned. I think this is one place where we can increase traffic and also have interesting content from all of our committees. I think making the Facebook and Twitter more active are other ways that perhaps the committees could get involved with.

**6. Date of report:** November 20, 2013

**7. Submitted by:** Kirby McCurtis