

# NMRT Board Member Final Report

**1. Office Name:** Networking Director

**2. Office Term (Date: Ex. 2005-2006):** 2012-2013

**3. Discuss/summarize your involvement with your committees this year:**

The committees with which I worked were very organized and enthusiastic. As this was my first year, I had to defer to Janel and Emily often for the answers to questions from the chairs. However, I believe I learned a great deal and can be more self-sufficient with them this year.

**4. Based on your year's experience in this office, what future directions do you see your office or NMRT needing to take this year or the following year?**

I understand that part of the goal of committee membership is to provide opportunities for new members and prepare them for future committee work. However, in light of current budget concerns and related especially to Networking and Outreach, I think we need to take a close look at the missions of all of the committees and determine if/where there is overlap. Also, as were doing with the Orientation Committee this year, we should ensure that our Networking and Outreach activities focus on NMRT activities, benefits of membership, etc.

**5. What tips or hints do you have that might help your successor carry out the duties of this office?**

Familiarize yourself with the mission, activities, and timelines of each of your committees. Contact the committee members immediately to introduce yourself and keep reiterating that you need to be copied on all correspondence. One issue that I've experienced is committee chairs emailing the NMRT president without copying me. Check in occasionally with the chairs to see how they're doing or if they need help, especially related to deadlines.

**6. Please address the role of the board member as coordinator. For example, projects between membership promotion, diversity & recruitment and student outreach would need to be coordinated. How might activities such as this be handled by board members efficiently and smoothly? Your thoughts here will be most helpful for future boards.**

When working on cross-committee projects, online meetings (e.g., AdobeConnect) with email follow-ups between the involved committee chairs and their directors would be beneficial in these circumstances. I also think that more diligent use of ALA Connect for email correspondence would be helpful in keeping all communications for a project in

one place that is easily accessible by everyone. It might also be helpful to “appoint” a lead chair or director to coordinate the activities.

**7. Date of report:** 10/15/2013

**8. Submitted by:** Barbara Lewis