

Committee Progress Report

NOTE: ** = Required Field

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

****Date:** April 18, 2007

****Committee Name:** NMRT Orientation Committee

****Supervising Board Member:** Sally Bickley, Networking Director

****Chair, Co-Chairs, Assistant Chairs:** Catherine Gardiner, cgardine@fgcu.edu

****Committee members:**

Emily Barton, bartone1@mail.lib.msu.edu

Scott Lancaster, scott_lancaster@tamu-commerce.edu

Laurie McHenry, laurie.mchenry@mail.und.nodak.edu

Leslie Sierra, leslie@nclive.org

Danielle Skaggs, skaggs@fiat.ischool.utexas.edu

****Activity in Current Reporting Period**

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

The committee planned, advertised, and presented an orientation program at the ALA Midwinter Conference in Seattle, Washington. One hundred eight people attended the program, and twenty-eight of them returned evaluation forms. One question that did not get an enthusiastic response was whether the information packets were helpful. One respondent suggested that literature be placed on a table and the bags given out so that attendees could choose just what they were interested in. This was done in an emergency last year and might be something to consider. An article about the program was published in the February 2007 issue of *Footnotes*.

The Orientation Committee finally has a webpage, thanks to the Web Committee.

b) Projects in progress but not yet completed:

The committee is currently planning the NMRT Orientation program at the ALA Annual Conference 2007 in Washington, D.C. Feedback from the midwinter orientation included suggestions for having the orientation earlier in the conference, and the ALA Membership Committee suggested adding a shorter orientation. An Orientations Joint Task Force between NMRT and the ALA Membership Committee was formed to plan the hour long "Conference 101" on Friday, June 22nd in the afternoon. The Orientation Committee will help conduct this program and the additional meetings will be added to its charge next year.

The chair has been approached by a member of the Handbook Committee about any changes needed in the entry. We will work on this next month.

****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?):**

No changes have been made, and no items have been deferred at this point. Work on the handbook entry and planning and presenting the annual meetings are the items left to do.

Financial Report Section:

Your budget appropriation (see budget)	a. \$ 0.00
Amount which you have spent so far this year	b. \$ 0.00
Your estimated additional expenses this year	c. . \$ 0.00
Total of amount spent and additional "estimated" expenses for this year (b+c)	d. . \$ 0.00
Difference between budgeted amount and total expenses from above (a-d)	e. \$ 0.00

****Report submitted by:** Catherine Gardiner

****Email address:** cgardine@fgcu.edu