

NMRT Board Member Planning Report

1. Office Name: Treasurer

2. Office Term (Date: Ex. 2006-2007): 2004-2007 (Treasurer 2005-2007, Assistant Treasurer/Treasurer-Elect 2004-2005)

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

N/A

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?

The budget process can be intimidating and confusing to new NMRT committee chairs. In an effort to improve the committees' understanding of the NMRT budget, I have attended every All Committees Meeting at every Midwinter and Annual Conference since I assumed office and I will do so again this year in order meet every chair in attendance and be available to answer questions. I regularly email important information regarding the budget and reimbursement procedures to the committee chairs, board members, and, when relevant, the NMRT membership. Every fall, I request that the newest version of the NMRT budget be uploaded to the NMRT website as soon as it's finalized so that committee members, board members, and the NMRT membership can always find it. I make myself available to answer questions as they arise. In September of this year, I provided online budget training to all committee chairs, as well as to all board members. Finally, I will be soliciting input from all of the committees and board members regarding the 2007-2008 budget.

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 will create the 2007-2008 NMRT Budget and usher it through the approval process, I will continue to train the Assistant Treasurer/Treasurer-Elect, and I will secure the NMRT hotel block for the Annual Conference in Washington, D.C.

6. Date of report: October 18, 2006

7. Submitted by: Catherine Collins