

## **Committee Final Report**

NOTE: \*\* = Required Field

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

**\*\*Date:** July 6, 2007

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

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

**\*\*Chair, Co-Chairs, Assistant Chairs:** Catherine Gardiner, Chair

**\*\*Committee members:**

Catherine Gardiner, Chair, cgardine@fgcu.edu

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

**\*\*Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):**

The committee hosted a well-attended (108) program at Mid-Winter.

The NMRT Orientation Committee now has a presence on the NMRT Committees webpage with a link to its own page.

We have submitted changes to our handbook entry to the Handbook Committee.

The committee planned and carried out a successful orientation at Annual. Approximately 98 people attended and the speakers were excellent. The new Conference 101 program, to which we contributed, was surprisingly well-attended. About 200 conference goers were present, which is far more than the room could comfortably accommodate. Again, the speakers were very informative and the orientation very good.

**\*\*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.**

If the NMRT Orientation Committee is going to be responsible for Conference 101 in the future, we will need to make additional changes to the handbook entry, ask for a larger meeting venue, request more materials, and prepare more handouts for the programs.

Time will be saved, and the objections of environmentally concerned attendees answered, by setting up a literature table, handing out empty Ebsco bags, and allowing people to fill them with the literature they're interested in.

The committee needs to know from the Board if it is expected to plan two orientations at each conference, Annual and Mid-Winter, if the times and durations will be the same as those in Washington, D.C., and whether or not it will be working with any task force or other committee in planning future Conference 101s.

**Financial Report Section:**

<b>Your budget appropriation (see budget)</b>	a.
<b>Amount which you have spent this year</b>	b. \$0.00
<b>Difference between budgeted amount and amount spent (a-b)</b>	c.

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

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