

## Committee Progress Report

NOTE: \*\* = Required Field

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

**\*\*Date:** 2/15/2008

**\*\*Committee Name:** Member Relations

**\*\*Supervising Board Member:** Samantha Hines

**\*\*Chair, Co-Chairs, Assistant Chairs:** Jenny Emanuel

**\*\*Committee members:**

Natalie Bulick, Kaijsa Calkins, Veronice Chawla, Andrea Cheney, Megan Davis, Todd Grooten, Kata Koppel, Regina Koury

**\*\*Activity in Current Reporting Period**

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

Revised welcome letter for incoming NMRT members

Solicited information for *Headliners* section of *Footnotes* newsletter

Completed stories of NMRT alumni members project

**b) Projects in progress but not yet completed:**

Contacting new members and letting them know the benefits of NMRT membership (finally got a list from ALA—this is usually more of an ongoing project)

Working with the Membership Promotion, Diversity Committee on surveying those who have dropped their NMRT membership

**\*\*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?):**

**Financial Report Section:**

<b>Your budget appropriation (see budget)</b>	a. \$301.05
<b>Amount which you have spent so far this year</b>	b. \$0
<b>Your estimated additional expenses this year</b>	c. \$25
<b>Total of amount spent and additional "estimated" expenses for this year (b+c)</b>	d. \$25
<b>Difference between budgeted amount and total expenses from above (a-d)</b>	e. \$276.05

**\*\*Report submitted by:** Jenny Emanuel

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