

Committee Progress Report

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

****Date:** 10-1-2007

****Committee Name:** Midwinter Activities

****Supervising Board Member:** Sally Bickley

****Chair, Co-Chairs, Assistant Chairs:** Heidi Dolamore

****Committee members:**

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****Activity in Current Reporting Period**

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

Reservation at Buca di Beppo, 258 South 15th Street, Philadelphia, less than one mile from the convention center and wheelchair accessible! Social will be held on Sat, Jan 12 at 5:45pm. Restaurant contact is Shawn Fontaine, general manager.

Finding a wheelchair accessible venue in Philly was a challenge. Once again, it seems that larger chain restaurants are more accommodating for this type of event.

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

Gather door prizes, plan menu, publicize event. Waiting for final confirmation of reservation from restaurant, mailed reservation contract 10-1-2007.

****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?):

Our next step will be to solicit door prizes and giveaway goodies for the party. Given the high turnout at last year's event, we may request an additional \$50 from the Networking Director's account to supplement our food budget.

Financial Report Section:

Your budget appropriation (see budget)	a. 250
Amount which you have spent so far this year	b. 0
Your estimated additional expenses this year	c. 250
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.250
Difference between budgeted amount and total expenses from above (a-d)	e. 0

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