

Committee Progress Report

NOTE: ** = Required Field

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

****Date:** 2/14/2009

****Committee Name:** President's Program & Membership Meeting Planning Committee

****Supervising Board Member:** Laurel Bliss

****Chair, Co-Chairs, Assistant Chairs:** Amanda Ros, Chair

****Committee members:** Darryl Sauer, Elizabeth Downey, Kevin Clair, Lisa Sibert, Alain St. Pierre, Michael Baird

****Activity in Current Reporting Period**

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

- b) **Projects in progress but not yet completed:**
1 speaker still needed

****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?):**

publicity (flyers), agenda

Financial Report Section:

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

****Report submitted by:** Amanda Ros

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