

Committee Planning Report

NOTE: ** = Required Field

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

****Date:** 8/27/2009

****Committee Name:** Nominating Committee

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

****Chair, Co-Chairs, Assistant Chairs:** Cory Lampert

****Committee members:**

Cory Lampert - cory.lampert@unlv.edu (Chair)

Patrick Tomlin - tomlin@vt.edu

Elizabeth Downey - edowney@library.msstate.edu

Tyler Williams - twillia7@emporia.edu

Fiona Bradley - fiona@blisspix.net

****Committee Charge:**

To secure and prepare a slate of candidates for NMRT's annual election. According to the bylaws, "to prepare for an election held in odd numbered years, a slate for Vice-President, Secretary, Treasurer, and two Directors," and "In even numbered years a slate for Vice-President, Secretary, and two Directors." Additionally, the committee will hold a Candidate Forum for the candidates to express their statements of concerns as well as allowing members to ask questions. This forum will be held online and at the Midwinter Meeting.

****Project Description / Goals:**

(As excerpted from the NMRT Handbook):

“To complete the nomination and ballot preparation process for NMRT. The committee is also responsible for providing information on candidates and the election to NMRT membership.

- Solicit input and nominations from NMRT membership.
- Provide candidates with information on each office such as responsibilities, expectations, and other pertinent information.
- Confirm intent to run and eligibility of each potential candidate for presenting the slate for board's approval.

- Request board meeting to approve the slate of candidates before ALA ballot deadline.
- Request exact ballot text from the Governance Committee, if any, before ALA deadline and keep the ballot on file for one year as committee working file.
- Provide candidates with all the necessary paperwork and requirements for the ballot, forums and any other projects that help disseminate information on the candidates and election.
- Conduct a candidate in-person forum at Midwinter Conference.
- Inform NMRT membership of NMRT members running for other ALA offices.
- Conduct and complete an on-line candidate forum that can include the ALA President and Treasurer candidates before election begins.
- Disseminate voting information including the ALA cut-off date for voting eligibility.
- Ensure that election result is accessible to members easily through various channels. Keep a copy of NMRT results on file for one year as committee working file.
- Include number of eligible voters and ballots cast in committee's final report. “

****Specific Objectives (numbers, tangible end-products):**

Nominate and elect 5 new NMRT Leaders. Document process, provide communication and transparency within NMRT.

Financial Report Section:

Your budget appropriation (see budget)	a. 0.00
Amount which you have spent so far this year	b. 0.00
Your estimated additional expenses this year	c. 0.00
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.0.00
Difference between budgeted amount and total expenses from above (a-d)	e. 0.00

f. Vendor support planned or anticipated for the year (either money or in-kind gifts), list here:

N/A

g. Vendor support requested: (From the above list, what, if any, has been requested from the Exhibitor Contact and Relations Committee?)

N/A

h. Vendor support received: (From the above list, what if any, has been received?)

N/A

Specific Needs/Support (non-financial): (For the categories below, please include approximate date service needed)

a. Web Support (help with webpage creation, web form creation, web database, web database, scripting, etc):

Will work with web team in December to post candidate slate, and in February to post final election results.

b. On-site conference volunteers: (include estimated numbers needed and brief job description)

N/A, Will select a moderator for in-person candidate forum.

c. Publicity planned for the committee (posting to other discussion lists, official press release for webpage, etc.):

Footnotes, NMRT-1, NMRT website

****Report submitted by:** Cory Lampert

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