

## **Committee Progress Report**

NOTE: \*\* = Required Field

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

**\*\*Date:** August 20, 2009

**\*\*Committee Name:** NMRT Midwinter Social Committee

**\*\*Supervising Board Member:** Linda Crook

**\*\*Chair, Co-Chairs, Assistant Chairs:** Bob Wolverton

**\*\*Committee members:** Katie Boyd, Makiba Foster, Katie Gibson, Karen Keys, Jenny Mae Maurer, Susan McClelland, Alice Platt.

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

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

- Committee membership finalized for the 2009-2010 year.
- Introductions of all committee members made and committee activities discussed.
- Committee information on ALA Web pages reviewed, with revisions to be sent to Web Liaison.
- An announcement of the date of the Social was sent to Footnotes for their August edition.
- Review process begun of possible locations in Boston for the Social.
- Ideas for icebreakers at the Social added to Google Docs information.

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

- Final decision on the location in Boston for the Social.
- Identifying committee members who will be at the Social and preside over the activities.

- Specific activities at the Social, including icebreakers and the awarding of door prizes.

**\*\*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?):**

- Request for door prize donations from NMRT Board members.
- Additional publicity efforts, including listing the Social in the Midwinter Program, developing a flyer, and using Facebook, Twitter, and other resources to help publicize the event.
- Arranging payment for the Social.
- Tracking attendance and assessing the outcomes of the Social.

**Financial Report Section:**

<b>Your budget appropriation (see budget)</b>	a. \$350.00
<b>Amount which you have spent so far this year</b>	b. \$0.00
<b>Your estimated additional expenses this year</b>	c. \$350.00
<b>Total of amount spent and additional "estimated" expenses for this year (b+c)</b>	d.\$350.00
<b>Difference between budgeted amount and total expenses from above (a-d)</b>	e. \$0.00

**\*\*Report submitted by:** Bob Wolverson, Committee Chair

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