

Committee Planning Report

NOTE: ** = Required Field

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

****Date:** 9/9/2009

****Committee Name:** NMRT Student Reception Committee

****Supervising Board Member:** Erin Ellis

****Chair, Co-Chairs, Assistant Chairs:** Jenna Hecker

****Committee members:**

Amanda Guccione amanda.guccione@gmail.com

Tara Lannen-Stanton taradsl1@sbcglobal.net,

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****Committee Charge:** The Student Reception Committee encourages library students to attend the ALA Annual Conference and introduces them to ALA, NMRT, and other divisions and round tables. To welcome those who attend the Annual Conference, the Committee arranges a reception (open to students, NMRT members, the ALA Executive Board, representatives of divisions/round tables, and library school deans) during the early days of the conference.

****Project Description / Goals:** Host a successful Student Reception for ALA Annual Conference in Washington, D.C. and have a small social function for students and NMRT at ALA Midwinter in Boston (i.e. meet at a restaurant/bar).

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

Financial Report Section:

Your budget appropriation (see budget)	a. \$1500
Amount which you have spent so far this year	b. \$0
Your estimated additional expenses this year	c. \$0
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.\$0
Difference between budgeted amount and total expenses from above (a-d)	e. \$1500

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

None as of yet

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

None as of yet

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

None as of yet

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.):

None

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

None

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

- Promoting event on various discussion lists (NMRT-L, NMRTSTUDENT-L, NEWLIB, etc.)
- Notices of the reception in *Footnotes*, *Newsnotes*, *Cognotes*, and in ALA press releases.
- Representatives contacting their respective library science programs.

****Report submitted by:** Jenna Hecker

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