

Committee Final Report

Type of report being submitted: Committee Final Report

Date: June 13, 2010

Committee Name: Annual Conference Local Information (formerly Local Arrangements)

Supervising Board Member: Linda Crook lcrook@wsu.edu

Chair, Co-Chairs, Assistant Chairs: Matthew Ciszek mpc16@psu.edu

Committee members:

Tony Carmack tony.carmack@loudoun.gov
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Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):

1. Gathered and disseminated restaurant information for Washington, DC in the Spring 2010 issue of Footnotes.
2. Gathered and disseminated local information for Washington, DC in the ALA Conference Wiki.
3. Attending the Annual NMRT Orientation to provide some information about Washington, DC.
4. Worked with the NMRT Executive Board to change the name of the committee to the Annual Conference Local Information Committee, and update the committee's charge to reflect these changes.
5. Begun to update the NMRT committee web pages and review/update NMRT Handbook entry.

Action Items/Issues To Be Resolved – What plans/projects remain which will be carried over or postponed until next year? Have there been any substantial changes in plans requiring a reconsideration or cancellation of projects? Information regarding such will be helpful for future chairs and planners.

The incoming committee will want to review the NMRT Handbook and committee web pages to reflect changes made to the charge and duties of the Committee at the Spring 2010 Executive Board Meeting. Most of the web pages have been modified, but the Handbook entry needs to be overhauled.

Financial Report Section:

Your budget appropriation (see budget)	a.
Amount which you have spent this year	b.
Difference between budgeted amount and amount spent (a-b)	c.

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