

Committee Progress Report

Type of report being submitted: Committee Progress Report

Date: February 15th, 2010

Committee Name: Resume Review Service

Supervising Board Member: Emily Love

Chair, Co-Chairs, Assistant Chairs: Haiyun Cao, Adrian Stevens

Committee members:

- Susan Jennings (wikimaster/webmaster)
- Julie Marlow (Publicity Person - Conference Reviewers)
- Jodie Borgerding (Publicity Person - Conference Greeters)
- Sarah Holder (Publicity Person - Service Promoter)
- Jacob Sherman (Conference Onsite Collaborator)
- Heather Acerro (RRS Jobs Column writer, Fall issue)
- Lisa Campbell (RRS Jobs Column writer, Winter issue)

Activity in Current Reporting Period

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

- Resume Review Service Booth at ALA Midwinter - pre-planning, documentation, scheduling volunteers, and booth arrangements, July 2010 - Feb 2011
- Continuous run of year-round RRS email review service, July 2010 – Feb 2011
- Job Talk columns written for NMRT *Footnotes*, Nov. 2010 and Feb 2011 issues.
- Publicity for both email and conference services

b) Projects in progress but not yet completed:

- Resume Review Service Booth at ALA Annual - pre-planning, documentation, scheduling volunteers, and booth arrangements, Feb 2011 - June 2011.
- Continuous run of year-round RRS e-mail review service, Feb 2011 - June 2011.
- Recruitment of new volunteers for the e-mail and conference service.
- Continuation of publicity for both email and conference services.

- Development of reviewing guidelines and tip sheets for reviewers and candidates to be posted on the website and for the review service at Annual.

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?):

No.

Financial Report Section:

Your budget appropriation (see budget) a. 100

Amount which you have spent so far this year b. 0

Your estimated additional expenses this year c. 100

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. 0

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