Committee Progress Report
NOTE: ** = Required Field

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

**Date:**
February 8, 2012

**Committee Name:**
Membership Pavilion

**Supervising Board Member:**
Julie Kane, Networking Director

**Chair, Co-Chairs, Assistant Chairs:**
Bridget Schumacher (Chair), Denise Gehring (Assistant Chair)

**Committee members:**
Denise Gehring, Emily Johnson, Alyssa Koclanes, Heidi Novotny, Bridget Schumacher

**Activity in Current Reporting Period**

a) Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):
- Updated Membership Pavilion web page (October)
- Reviewed current and 2012-2013 budgets and submitted suggested adjustments (January)
- Inquired about supply of NMRT badge flags for ALA Annual (December/January)
  o Due to a substantial supply left over from previous conferences, badge flags will not need to be purchased this year.
- Submitted edits for Membership Pavilion entry in NMRT Handbook (February)

b) Projects in progress but not yet completed:

N/A

**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 handout materials from NMRT Committee chairs for Membership Pavilion at ALA Annual (March)
- Confirm Membership Pavilion display for Annual Conference (May)
- Visit the NMRT Membership Pavilion regularly throughout the conference to check on the supply of materials (Annual/June)
- Submit a final report on ALA Connect (July)
- Update Handbook entry for Membership Pavilion (July)

Financial Report Section:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your budget appropriation (see budget)</td>
<td>a. 500</td>
</tr>
<tr>
<td>Amount which you have spent so far this year</td>
<td>b. 0</td>
</tr>
<tr>
<td>Your estimated additional expenses this year</td>
<td>c. 0</td>
</tr>
<tr>
<td>Total of amount spent and additional &quot;estimated&quot; expenses for this year (b+c)</td>
<td>d. 0</td>
</tr>
<tr>
<td>Difference between budgeted amount and total expenses from above (a-d)</td>
<td>e. 500</td>
</tr>
</tbody>
</table>

**Report submitted by:** Bridget Schumacher

**Email address:** bss4@buffalo.edu