

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)
 - 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:

Your budget appropriation (see budget)	a. 500
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. 500

****Report submitted by:** Bridget Schumacher

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