

Committee Final Report

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

****Date:** 6/18/2012

****Committee Name:** NMRT Handbook Committee

****Supervising Board Member:** Rebecca Kate Miller

****Chair, Co-Chairs, Assistant Chairs:** Virginia Pierce

****Committee members:**

Bill McMillin	whmcmill@indiana.edu
Gail Shimokawa	Gail.Shimokawa@unco.edu
John Edge	edge.jm@gmail.com (John dropped out in December b/c of lack of funds to pay his membership dues and is currently unemployed. I told him if he could manage the dues at a later date, he was welcome to rejoin us.)
Kari Weaver	KariW@usca.edu
Lauren Dodge	ldodge@illinois.edu
Tammy Ivins	tammyivins@gmail.com
Tina Chan	tina.s.chan@gmail.com
Virginia A. Pierce, chair	piercev@mailbox.sc.edu

****Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):**

- ✓ Updated the list of committee chairs' name and email addresses.
- ✓ Contacted all committee chairs and asked for revisions to their committee page of the Handbook. Committee members made revisions to committee pages.
- ✓ Wrote a Survey asking Committee Chairs for Feedback on the NMRT handbook wiki; Completed Handbook Survey.

****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.

- ✓ Based on our survey feedback from committee chairs we can evaluate what the consensus is among committee chairs on revising/ reviewing/changing deadlines with NMRT Committee chairs, working with ALA executive board to do this.
- ✓ Review and Update all sections of the Handbook again.
- ✓ Contact Committee Chairs in the fall to let them know we will accept committee page revisions in the fall or anytime throughout the year when they see something they'd like edited.
- ✓ Get a handle on all of the recent spamming on the Handbook wiki, delete spam content, and block users.
- ✓ See about how to proceed with the social media messages we created in the fall on promoting the Handbook to NMRT members.

Financial Report Section:

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

****Report submitted by:** Virginia Pierce

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