

## NMRT Board Member Final Report

**1. Office Name:** Leadership Director

**2. Office Term (Date: Ex. 2005-2006):** 2011-2013

**3. Discuss/summarize your involvement with your committees this year:** Several of my committees lost their sponsorships this or last year, so we put proposals before the NMRT Board several times for re-naming them and creating line items in the budget for them. Also, one committee was a bit slow to get started. Overall, though, the committees were fairly self-sufficient.

**4. Based on your year's experience in this office, what future directions do you see your office or NMRT needing to take this year or the following year?** Additional collaboration with other ALA divisions and round tables, particularly LLAMA. Finding new sponsors for the awards that lost sponsorship would also be worth pursuing with NMRT's ALA staff liaison and Fundraising Coordinator.

**5. What tips or hints do you have that might help your successor carry out the duties of this office?** At the beginning of each year, look at the Handbook entries for both your office and those for each of the committees you oversee and create reminders for all tasks. This way, it's easier to catch a committee who may be falling behind. I put my reminders at the middle of the month, which was particularly helpful for overseeing the ODF (Online Discussion Forum) Committee because I could send the chair a reminder to jump-start the conversation if it seemed to have stalled by then.

Make sure your chairs know they should CC you on all communications related to their committees. Keep a list handy of who supervises what committee and their contact info; the Leadership Director supervises more committees than any other officer, and it's impossible to keep track of who chairs which committee!

**6. Please address the role of the board member as coordinator. For example, projects between membership promotion, diversity & recruitment and student outreach would need to be coordinated. How might activities such as this be handled by board members efficiently and smoothly? Your thoughts here will be most helpful for future boards.** Because most of my committees need to publicize for applicants/submissions, working closely with the NMRT Secretary is essential both to prevent message duplication and ensure thorough dissemination. We worked this out this year, but in the future I think it would be helpful for the Secretary to contact each board member and/or committee chair and describe how marketing/publicizing should work.

**7. Date of report:** June 14, 2012

**8. Submitted by:** Megan Hodge