NMRT Endnotes Committee Final Report

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

**Date:** June 25, 2012

**Committee Name:** NMRT Endnotes Committee

**Supervising Board Member:** Megan Hodge

**Chair, Co-Chairs, Assistant Chairs:**
Melissa Mallon (chair)
Melanie Griffin (Assistant Chair)

**Committee members:**
Kendra Hay
Jennifer Green
Kimberly Copenhaver
Michael Saar
Hannah Evans
Emily Johnson
Lindsay Harmon
Kate Marshall
Laura Labedz
Catherine Odson
Andrea Leonard
William McMillin

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

- We published Volume 2, Issue 1 of *Endnotes* (November 2011).
- A copyright agreement form was developed, and all published authors submitted a copyright agreement to Kim Redd, our staff liaison.
- We created and updated a list of book and website reviewers to call upon.
- We sent out a call for article submissions for the next issue of *Endnotes*.

**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.**

- One article and three book reviews have been accepted and recently completed the peer-review process. These authors will need to sign and submit the copyright agreement form.
• An additional article was recently submitted, and it will need to begin the peer-review process with the 2012-2013 committee.
• The committee was unable to have *Endnotes* indexed in the Directory of Open Access Journals because DOAJ will only index journals that publish 5 or more articles per year (per an email to the chair from Linnea Stenson, from the DOAJ board). We do not currently have this volume of publication per year.

<table>
<thead>
<tr>
<th>Financial Report Section:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Your budget appropriation (see budget)</td>
<td>a. $270.00</td>
</tr>
<tr>
<td>Amount which you have spent so far this year</td>
<td>b. $0.00</td>
</tr>
<tr>
<td>Your estimated additional expenses this year</td>
<td>c. $0.00</td>
</tr>
<tr>
<td>Total of amount spent and additional &quot;estimated&quot; expenses for this year (b+c)</td>
<td>d. $0.00</td>
</tr>
<tr>
<td>Difference between budgeted amount and total expenses from above (a-d)</td>
<td>e. $270.00</td>
</tr>
</tbody>
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**Report submitted by:** Melissa Mallon

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