Committee Final Report
NOTE: ** = Required Field

**Type of report being submitted: Committee Final Report

**Date: 7/23/14

**Committee Name: NMRT Archives Migration Task Force Committee

**Supervising Board Member: Janel Kinlaw

**Chair, Co-Chairs, Assistant Chairs: Damon Campbell, Amanda Drost, co-chairs

**Committee members: Jeremy Snell, Jodie Gambill, Mackenzie Brooks

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

- Set up a group page in ALA Connect for idea brainstorming
- ALA
  - Jodie Gambill is the data migration liaison between the committee, Bill Armstrong, and ALA; she is working with Cara Setsu Bertram at ALA
  - ALA has the data and is currently working with it
- ALA has set up a spot for NMRT on its Institutional Repository site - https://alair.ala.org/handle/11213/48 - but the data is not ready to search yet
- Damon has written up a draft of a field map
- We have begun examining the effects on the reporting process a new database might have

**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.

- Decide which fields will be used in the new database
- Design a workflow around adding NMRT Leadership reports to the new database
- Design a workflow around archiving NMRT Leadership reports in the new database
- Design a workflow around searching archived NMRT Leadership reports in the new database
- Review statistics around the current usage of NMRT Archives database
- Design the reporting needs around archiving NMRT Leadership reports in the new database
- Help to launch the new database

**Financial Report Section:**

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<tbody>
<tr>
<td>Your budget appropriation (see budget)</td>
<td>a. n/a</td>
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<tr>
<td>Amount which you have spent this year</td>
<td>b. n/a</td>
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<tr>
<td>Difference between budgeted amount and amount spent (a-b)</td>
<td>c. n/a</td>
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**Report submitted by:** Amanda Drost

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