

Committee Progress Report

NOTE: ** = Required Field

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

****Date:** 2/25/11

****Committee Name:** NMRT Membership Pavilion Committee

****Supervising Board Member:** Julie Kane

****Chair, Co-Chairs, Assistant Chairs:** Chair: Tracy Stout, Assistant Chair: Bridget Schumacher

****Committee members:**

Cynthia Bermudez, Rachel Jorgensen, Molly Poremski

****Activity in Current Reporting Period**

a) Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):

Had portions of the NMRT website updated in order to show the changes made to the committee such as committee name and charge.

b) Projects in progress but not yet completed:

- a. More updates to the website and handbook
- b. Contact other NMRT committee chairs for promotional materials
- c. Arrange a schedule for committee members to check on NMRT materials during ALA Annual

****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?):**

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. ?
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.
Difference between budgeted amount and total expenses from above (a-d)	e.

****Report submitted by:** Tracy Stout

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