# Committee Planning Report

**\*\*Type of report being submitted:** Committee Planning Report

\*\*Date: 8/29/2019

**\*\*Committee Name:** NMRT Online Discussion Forum

**\*\*Supervising Board Member:** Annice Sevett

**\*\*Chair, Co-Chairs, Assistant Chairs:** N/A

**\*\*Committee members:** Jessica Kiebler, Kelsey Molseed, Lauren Puzier, Elayna Turner, Amber Bales

**\*\*Committee Charge:** To plan and execute an online discussion forum.

**\*\*Project Description / Goals:** Facilitate lively discussion on topics of interest to NMRT members.

**\*\*Specific Objectives (numbers, tangible end-products):** Lead monthly discussions via the NMRT-L email list and/or live Twitter chats. Articles on monthly topic(s) will be submitted in the following month for publication on the NMRT Notes blog. Topics selected for 2019-20 as follows:

**October 2019**

Finding Your Fit (NMRT-L)

**November 2019**

Getting Hired (NMRT-L)

**December 2019**

Presenting at Conferences (NMRT-L)

**January 2020**

Social Media & Libraries (NMRT-L)

**February 2020**

Tech Tools (NMRT-L)

**March 2020**

Intellectual Freedom (NMRT-L)

**April 2020**

The First Year on the Job (NMRT-L)

**May 2020**

Reflection & Feedback (NMRT-L)

Diversity, Equity & Inclusion (live Twitter chat #NMRTChat / exact date and time TBA)

**Financial Report Section:**

|  |  |
| --- | --- |
| **Your budget appropriation (see budget)** | a. |
| Amount which you have spent so far this year | b. |
| 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. |

f. Vendor support planned or anticipated for the year (either money or in-kind gifts), list here:

**g. Vendor support requested:** (From the above list, what, if any, has been requested from the Exhibitor Contact and Relations Committee?)

**h. Vendor support received:** (From the above list, what if any, has been received?)

**Specific Needs/Support (non-financial):** (For the categories below, please include approximate date service needed)

a. Web Support (help with webpage creation, web form creation, web database, web database, scripting, etc):

**b. On-site conference volunteers:** (include estimated numbers needed and brief job description)

c. Publicity planned for the committee (posting to other discussion lists, official press release for webpage, etc.):

Plan to advertise the May Twitter chat with the @alanmrt Twitter account, in addition to planned publicity via the NMRT listserv.

\*\*Report submitted by: Laura Birkenhauer

\*\*Email address: [crosbylm@miamioh.edu](mailto:crosbylm@miamioh.edu)