**January 15** *Report of Goals, Activities, Accomplishments, and Plans* for July – December.

**June 15** *Report of Goals, Activities, Accomplishments, and Plans* for January – June.

**S/R/C**: ORV **Date**: 1-9-2017

**Leader(s):** Megan Dotson and Maureen McCoy

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1. Describe your major S/R/C goal(s) for the past six months

Collect member contact information and form a database for easy communication

Increase membership of the ORV S/R/C

Survey members to determine professional development needs in our region

Continue publishing an ORV newsletter for members

Solicit articles/ideas for publication in the newsletter from the members

Encourage member participation in the upcoming conference by volunteering for various needs

Plan a webinar for members based on survey results

Use social media to communicate with members

Release reminders to promote ORV and the upcoming conference

Hold annual ORV SRC meeting during the conference and discuss professional development needs for our region, plan possible spring/summer conference or webinar so we can request needed funding

1. Activities implemented to accomplish this/these goals (attach documents if appropriate):

We collected member contact information from multiple sources and created a spreadsheet shareable through Google Drive to keep updating the list.

We gathered a list of members, nonmembers, and 1st timers who attended the annual conference from Cindy Lemek.

We contacted individuals and shared the ORV newsletter (<http://us12.campaign-archive1.com/?u=288caf64178befe695fcac9a4&id=af20ec5b0b>; <http://us12.campaign-archive1.com/?u=288caf64178befe695fcac9a4&id=d79391f2fb>; <http://us12.campaign-archive1.com/?u=288caf64178befe695fcac9a4&id=22c80c517f>) with members in our region to increase membership.

We encouraged and solicited participation from members at the annual conference.

We shared our annual goals and activity report with members during the ORV meeting at the annual conference.

We shared survey results gathered during our ORV meeting at the annual conference after the meeting.

We utilized our ORV Facebook page and used MailChimp to send out communications.

1. Summary of any S/R/C Funding requests including outcomes:

* No funding requests were made.

1. S/R/C-related activities at the Annual Conference:

* Members met, discussed issues, and completed a survey to decide types of professional development opportunities members wanted.

1. Your last S/R/C newsletter or communication was sent to members on November 30th

Your next S/R/C newsletter or communication to be sent to members on February 1, 2017\_\_\_\_\_\_\_\_\_\_\_\_

* February 1 – plan to send email to members asking then to submit proposals for the CRLA conference, asking members to send contact information of colleagues that may be interested in the organization, asking for webinar ideas and participants, good reads, promoting summer webinar series
* March 1 – plan to send newsletter, add benefits of membership

1. Describe your major goal(s) for the next six months:

* Increase membership of the ORV S/R/C by reiterating the benefits of CRLA membership in our newsletter.
* Solicit articles/ideas for publication in the newsletter from the members
* Encourage member participation in the upcoming conference by submitting proposals and volunteering for various needs
* Plan a webinar for members
* Use social media to communication with members

1. What services and activities you are considering to help meet the goal(s):

* Utilizing existing Twitter and Facebook accounts for ORV
* Using email and newsletter communications to increase membership and encourage member participation in the 2017 CRLA conference

1. Are you submitting a Funding Request? \_\_\_\_\_\_Yes \_\_\_X\_\_\_No

If yes, please submit with this report.

1. Assistance you need from the Coordinator of S/R/Cs and/or the CRLA Board?

* Ideas of other S/R/C funding requests, activities, goals, etc.
* Ideas for increased membership and retention of existing members

1. Does your S/R/C Page accurately reflect your name and contact information? \_X\_\_Yes \_\_No If not, please include updated information.

Please email this completed form and any attachments

to the Coordinator of S/R/Cs so that it may be placed on the CRLA website.