

**Volunteer Coordinator Report – Kathy Kelly
October 2014**

Work on Volunteer Appreciation/Open House Event (Sept. 16, 2014) since September report:

Continued work on preparation for/implementation of the Sept. 16 Open House/Volunteer Appreciation event at National Geographic Society Library:

- Sent Alicia Papps photo of 2013 Board from 12/2/13 chapter holiday party at The University Club, for use in 2014 Open House visual presentation.
- Sent Alicia Pappas quotes (testimonials) from chapter volunteers for use in 2014 Open House visual presentation.
- Prepared list of Committee heads speaking at the Open House.
- Sent Deena Adelman and Chris Vestal stats and breakdown of shows-of-interest sign-ups for each committee from the Open House; sent thank-you email to 13 members who signed up; and began to send sign-up info to Committee heads, and asked them to contact the persons who signed up as interested in their committee by Thanksgiving, if they can add them, and to contact me if they cannot, so I can try to place them elsewhere. Sixteen committees plus 1 Miscellaneous category had sign-ups. There were 30 show-of-interest sign-ups from 13 individuals (some signed up for more than 1 committee).
- Wrote Event Recap for Open House event, and edited it with Deena.

Miscellaneous

Added 3 new categories to Volunteers List:

--Board of Directors (2014)

--Program Hosts (2014)

--Speakers at Chapter Events (2014).

Sent Sharon Lenius and Eileen Deegan example of a promotional email of another group celebrating a 75th anniversary.

Edited Volunteers List as needed.

Communicated with President/President-Elect as needed on volunteer issues.

Webpages:

Contacted Lois to get info on 2013 Chapter Award winners, and updated Board of Directors Award section and Board Member of the Year section of the Past Awards Winners webpage.