

Southern Chapter Annual Report 2005-2006
Membership Database Manager

Statistical data for the Southern Chapter of the Medical Library includes 322 paid members and 21 honorary members as of October 1, 2006 for a total of 343. The membership includes forty-four new members for the 2006 calendar year.

In May I took over the Database Manager position, and Linda Flavin trained me on the functions and procedures of FileMaker Pro database management software. The Executive Board approved the purchase of FileMaker Pro 8.0, an upgrade version of Linda's current FileMaker 2.0.

Mailing labels were printed three times this year: Bylaw changes were sent out to current members for membership voting; the Program Committee sent out an Annual Meeting packet of information to all current and 2005 members; and the new Membership Directory was sent out to all 2005-2006 members.

The Membership Directory was mailed out the first week of September. An addendum will be sent via the SoChap mail list in December containing any additional new members and address updates or corrections.

Expected expenses included membership directory printing, postage, and envelopes.

Submitted by:
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