

ATOS COMMITTEE/TASK FORCE/OFFICER ACTIVITY REPORT FORM MID-YEAR MEETING (2013)

Name of Activity Board Member/Chapter Relations/DVD Initiative
(Please fill out separate form for each activity.)

Committee Chair/Task Force Chair/Officer Name: Don Phipps

Date of Report: 1/17/12

1. Actions completed since the 2012 Annual Meeting: (Please bullet actions completed.)

- *Completed chapter census (three chapters were uncooperative in responding despite multiple requests for information. All information has been reduced to a standard format by Jack Moelmann.
- *Preliminary planning for first instructional DVD.

2. Actions begun but incomplete since the 2012 Annual Meeting: (Please bullet actions begun.)

- *Recording of first DVD.

3. Goals to be reached by the 2013 Annual Meeting: (Please bullet goals.)

- *Recording, Editing and distribution of first instructional DVD "Proper Keyboard Adjustment".

4. Amount budgeted for your committee: \$0.0

Amount expended by your committee: \$0.0

5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)

As soon as possible the web site should be updated with the new chapter information.

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