

ATOS MID-YEAR COMMITTEE/OFFICER ACTIVITY REPORT FORM

Name of Activity: ATOS Marketplace (Please fill out separate form for each activity.)

Committee Chair/Officer Name: Dennis Unks

Date of Report: 1/19/2010

1. Actions completed since the 2009 Annual Meeting: (Please bullet actions completed.)

- Wurlitzer Factory DVD product added to replace the VHS/PAL format
- Journal Order Form revised to reflect the new product addition, Convention CD availability and changes for international postage
- TransFirst credit card transaction processing conversion completed

2. Actions begun but incomplete since the 2009 Annual Meeting: (Please bullet actions begun.)

- ATOS Marketplace established as the distribution and order processing for the Cleveland Convention Recording CDs.
- All CD orders processed in Cleveland as well as new orders received through the Marketplace via the mail and the internet can be shipped as soon as the product becomes available.

3. Goals to be reached by the 2010 Annual Meeting: (Please bullet goals.)

- Continue to find new offerings for the Marketplace
- Make a concerted effort to have the ATOS website manager update the Marketplace order form and the on-line ordering process on the website

4. Amount budgeted for your committee: \$1,100.00

Amount expended by your committee: 1/01/09 thru 12/31/09

- \$1,822.06 (Wurlitzer Book postage alone = \$639.85)

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

- Need to get the Marketplace website up to date.