

ATOS MID-YEAR ACTIVITY REPORT FORM (2011)

Name of Activity: Publisher, *THEATRE ORGAN* Journal

Committee Chair/Officer Name: Donna Parker

Date of Report: 1/1/2011

1. Actions completed since the 2009 Annual Meeting:

- Published the convention review and photos in issue following the convention.
- Publication on time for every issue.
- Created a manual for Publisher and Co-editor job duties (partial completion).
- Solicited membership participation in writing articles and submitting information and photos (ongoing).
- Re-designed parts of the journal and layout.

2. Actions begun but incomplete since the 2009 Annual Meeting:

- Will continue to write the manual for Publisher and Co-editor job duties.
- Increasing membership participation in writing articles and submitting information and photos.
- Further re-design of journal and layout.

3. Goals to be reached by the 2010 Annual Meeting:

- Complete manual for job duties.
- Communicating with the membership that the journal is their publication, and their input and participation is both wanted and needed.
- Increase in advertising.

4. Amount budgeted for your committee: 0

Amount expended by your committee: 0

5. Comments:

We continue to deal with the sometimes late delivery of the journal by the post office. I personally communicate with the members and their complaints, along with Jim Merry, and make sure they receive the late/missing issue.