

# act73

## Alexandra Taylor's Individual Contribution Page

### Fall 2009 Contributions

#### Part I

This semester I have been the leader of the Outreach Team. I coordinated the Fall 2009 budget for the AguaClara Club and maintained the Outreach Calendar. I scheduled and attended most of the 1050 presentations, and created a more [extensive explanation](#) of these presentations for the Wiki. In the next weeks I plan to find a way to make the general presentation PowerPoint available online so that it doesn't have to be accessed from the lab. Maju and I wrote and designed this semester's alumni newsletter. We created a template based on this letter, which I attached to [Newsletter Guidelines](#). I worked on the sponsorship package and helped in planning the upcoming benefit concert with the AguaClara club. I created a Demo Plant Manual based on the draft that I found on the Wiki, making an effort to incorporate information that I learned from operating the plant. The manual can be found [here](#). I tabled with Julie and Ashleigh on Ho-Plaza for Campus Sustainability Day. With the assistance of Maju and Alex Matthews, I created the PowerPoint for our teach-in presentation. I tried to consolidate the [Outreach Resources](#) page to make the Children Pages more succinct, and added caveats to the pages that have out-dated attachments. These are the main projects I've worked on this semester; the next two endeavors are the sponsorship package and the benefit concert. So far, both are coming along slowly but surely.

#### Part II

The benefit concert was a success; we earned \$1205 dollars which will be sent to the foundation on Dec. 3rd, 2009. The first draft of the sponsorship package is also complete and being reviewed by Cornell staff. I presented with the Outreach Team and Monroe at First Congregational Church which went well. Monroe gave suggestions for modifying the PowerPoint; Maju and I created a new PowerPoint and we sent it to Monroe for approval. The PowerPoint will need to be edited further. Thank You cards have been designed, but this is a task that will most likely need to be taken on by the Spring Outreach Team.