

## Literacy Volunteers of Sullivan County

### LVSC Board Meeting Minutes

June 14, 2022

Members present: Dawn Ryder, Al Feller, Jill Atkins, Gay Donofrio, Vivian Ginsberg, Luis Alvarez, Leo Glass, Angela Dutcher

Members absent: Patricia Deagle, Lillian Tighe

Acceptance of Minutes: Al/Leo – Al was present for the May meeting, the minutes will be amended.

#### **President:**

Thank you everyone for joining us during this important annual meeting.

#### **Treasurer:**

The recommendation is to transfer \$3,500 from the bookstore and \$4,000 from the money market to the operating account. Gay made the motion to approve the transfer treasurer's report, seconded by Leo.

#### **Board Nomination:**

The following board members agreed to the following terms:

One-year terms: Al and Leo

Two-year terms: Luis

Three-year terms: Jill, Pat and Vivian

The officer nominations were:

Board President: Dawn Ryder

Vice President: Al Feller

Treasurer: Pat Deagle

Secretary: Jill Atkins

Leo made a motion to adopt the slate as presented, Vivian seconded.

#### **Bethel Bookstore:**

The open house is scheduled for Saturday. New labels were printed for the bookshelves, the sign is up. Vivian will make opening remarks. People can bring wine. We don't have a coffee maker, Vivian and Luis both have coffee makers that could be used. Snacks are arranged.

We are trying to sell the couch. If it doesn't sell it can go into the hallway for seating.

Please share the event information on Facebook.

We would like to open the bookstore on Fridays. We're looking for a volunteer to take on the timeslot specifically as well as recruiting for other volunteers. Susan is still working on Tuesday afternoons.

Angela will switch the radio ads to do every other spot to the Past Perfect Bookstore when we're up and running. We'll also run ads in the Democrat.

**Finance:**

The budget has been given to board members. The budget does show a negative number. This year we received a grant that put us over budget. The Executive Committee met and went through the budget line by line and voted prior to bringing it to the full Board.

We increased fuel oil expense and teacher expense.

Vivian made a motion to move forward with the budget as presented, seconded by Gay.

**Special Events:**

Angela ordered the graduation caps and gowns.

We have three or four students coming. Three more students are testing in July and hopefully will be attending graduation as well.

Dawn reached out to the Hurleyville Performing Arts Center. The theater fits 94 people, which is plenty for our event. They typically charge \$385 for the space for 3.5 hours. Dawn's contact will speak to upper management to see if they could reduce the price for us.

We could do cake and coffee in the lobby area for a \$25 cleaning fee (normally \$50).

Angela thinks we could ask for donations on Facebook to cover the cost of the rental.

We can only rent the space on Saturday not Sundays. The time would have to be between 10am and 4pm. Available dates are September 3, 10, 24 or Oct 1. Dawn is unavailable in September. The board agreed on October 1 at 1pm.

Dawn will create a presentation and will be able to use the screen. Angela will contact Aileen Gunther.

**DIRECTOR'S REPORT:**

See attached report.

We've had some staffing changes in the high school equivalency program. John is retiring and moving away at the end of the month. He did not want a celebration, Angela will buy lunch the last day.

Our newest teacher, Stacy, is not working out and her contract will not be renewed.

There are two new tutor teachers that have come on board and will take over the spots. They're both retired teachers new to the area.

Liberty Schools is still working on the Alternative High School program.

**NEW BUSINESS:**

The Executive Committee met to discuss a complaint of inappropriate touching received from a female staff member against our tutor Greg. Angela, Leo and Al met with Greg to discuss the situation. Greg did not realize the staff member was uncomfortable. He signed a letter acknowledging the situation.

Meeting Adjourned: Al/Gay