

**Literacy Volunteers of Sullivan County, Inc.**  
**Board Minutes**  
**April 13, 2011**

**I. Members in attendance:** *Executive Director:* Connie Keller  
*Officers:* Mary May Schmidt, Barbara Kaufer, Ken Wilson  
*Members:* Gary Couch, Helen Rados, Debbie Speer

President Mary May Schmidt brought meeting to order at 6:37pm. Due to the lack of a quorum, no voting or rulings will be made this evening

**II. Acceptance of minutes: correction/additions:** Pat Flynn was not in attendance of the March meeting.

**III. Directors Report:** was handed out to those present, reviewed and discussed. Connie discussed the **Picture fundraiser** going on in the bookstore. Susan Leventoff was also introduced.

**IV. Reports:** *President's Report:* regrettably, Mary May tendered her leave of absence letter. This will commence as of June 1st, 2011 and remain in effect for one calendar year.

- *Treasurer's Report:* copy handed out and reviewed
- *Bookstore Report/publicity:* hard copy handed out and reviewed. Also discussed adding in all advertising, that the bookstore also welcomes donation of slightly used books.
- *Foundations Report:* none
- *Tutor Training:* Training was held in early April. We now have 66 tutors.
- *Student Tutor Dinner:* meeting was held in March to organize. Date will be June 8 at 6pm. "Save the date" have been mailed and the invitation will go out May 1st. Connie will be our "greeter"; Mary May our "Mistress of Ceremonies"; Anna will be our "Maitre"; Vivian will oversee the kitchen; and, DVJC will be sending 4 people. Our next meeting will be Wednesday May 4<sup>th</sup> at 5:45pm at the bookstore.
- *Student/tutor Recruitment:* Gary is working on ways for retention of our tutors and his first "Tutor Chat" will be held at the bookstore on Thursday May 12th beginning at 5:30 with the focus being on Fire Prevention. Pat Flynn is now a member of this committee.
- *Smaller Fundraising:* Book & Bake Sale: Pat Flynn will be the chair this year and will be looking for help throughout the day. This will take place at the Government Center Lobby on July 22<sup>nd</sup> with a set up time of 8am and run from 9am to approx 4pm or until all is sold out.
- *Fund raising letter:* next one will be sent out in the fall of 2011 with the addition that we have a Face book page and PayPal to accept donations

- *By-laws:* Gary requested leaving this committee and being placed on the Strategic Planning. Barbara K was appointed chair and the first meeting will take place Wednesday April 20th at 6pm.
- *Bethel Site/Sign:* none
- *Renaissance:* none
- *Board Nominating:* Connie will contact Anna to see if Jim Carnell would be interested
- *Strategic Plan:* none

**V. Old Business:** Verizon now states that we have a contract with them so it will cost money to leave them and go over to Time Warner. Connie will look into this further before any commitments are made.

**VI. New Business:**

- We may have to re-visit our meetings hours and times to see what the best for the majority of the members is.
- Slates of officers for the upcoming year, as of now are: Anna for President, Barbara S. as Vice President, Ken will stay as Treasurer, Helen for Secretary.
- Please contact Mary May ASAP to have more names added or to decline any of the above. Voting will take place at the Student/Tutor Dinner

**VII. Miscellaneous:** mention was made that we should add officer titles to our stationary.

**VIII. Adjournment:** motion made by Pat at 7:46pm and seconded by Helen.

Respectfully submitted by Debbie Speer in the absence of Christine Wylie.