

## Minutes

### Literacy Volunteers of Sullivan County, Inc.

February 15<sup>th</sup> rescheduled from 2/8/11 due to weather

- I. Members in attendance: Executive Director: Connie Keller  
Officers: Mary May Schmidt, Barbara Kaufer  
Members: June Barrett, Gary Couch, Pat Flynn,  
Olga Parlow, Helen Rados, Barbara Sush, Debbie Speer

President Mary May Schmidt brought meeting to order at 7:35 a.m.

- II. Acceptance of minutes: corrections/additions: add Student/Tutor Recruitment Committee to meet and compile packets for distribution to all members.  
Motion to accept these changes made by Debbie with a second by June. Passed by all.
- III. Director's Report: Connie updated to include information on having contacted Jim Carnell (Jim to look at roof in particular). Jim will meet with Connie. Jim suggested that perhaps repair of, or new roof, could be part of energy grant.
- IV. Reports: President's Report: none
- V. Treasurer's Report: Report handed out, reviewed, and motion to approve made by Pat with second by Barbara Sush. Accepted by all.
- VI. Bookstore Publicity Report: hours of operation have been added to Bethel Literacy Site and publicized. Bad weather(snow days) certainly impact our not-for-profit bookstores.
- VII. Foundations Report: One of our tutors will again be working on another grant for us (Computer Lab Coach).
- VIII. Student-Tutor Recognition Dinner: Debbie Speer was appointed Chairperson. Mary May and Helen volunteered to remain on Committee. Connie(office) is automatically on committee. More to

follow as time gets closer.

- IX. Smaller Fundraising Committee: Summer book and Bake Sale and attendance at Farmers' markets were discussed.
- X. Fundraising Letter: Approximately \$5000 has been raised to date.
- XI. Bethel Site/Sign Committee: Barbara Sush mentioned the Renaissance Spring Forums to be held soon. Laurie Kilgore will repair sign in Monticello and design sign for Bethel.
- XII. New Business: By-Laws were handed out to all in attendance. Please review and make suggestions for any changes and/or updates. Committee will need to be formed to make recommendations to the full Board.
- XIII. Old Business: Strategic Plan 2009-2011 was handed out to all. This is our collective plan. The Board should consider any additions/deletions, changes of any kind.
- XIV. Miscellaneous A refresher course or Chat Session should be held for tutors. All tutors have been invited to attend refresher for Reading Horizons. This may be considered a Chat Session or on-going training.

Guest Marilyn Stein, a retired Speech pathologist, was present and would like a nod to become a future board member.

Packets containing information about Literacy Volunteers, including new tutor training, were handed out to Board members. Members were asked to hand out materials in the community.

Next meeting: March 8, 2011 at 7:30 a.m.

- XV. Adjournment: motion made by June at 8:18 a.m. and seconded by Pat. All were in favor.

Respectfully submitted by Debbie Speer in absence of Chrisine Wiley.