

Board of Directors

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 Anna Milucky
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 Barbara Sush
Vice President
 Kenneth Wilson
Treasurer
 Christine Wylie
Secretary
 Barbara Kaufer
Bookstore Manager
 Members:
 June Barrett
 Gary Couch
 Patricia Flynn
 Leo Glass
 Jamie Noeth
 Juanita Ortiz
 Olga Parlow
 Helen Rados
 Cathleen Schirick
 Debbie Speer
 Karen Stewart

Executive Director
 Constance A. Keller

Literacy Volunteers of Sullivan County, Inc.

An accredited affiliate of ProLiteracy Worldwide

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LVSC BOARD MINUTES July 12, 2011

- I. Members Present:** Anna Milucky, Connie Keller, Helen Rados, Barbara Kaufer, Kenneth Wilson, Jamie Noeth, Leo Glass, Christine Wylie, Pat Flynn and Debbie Speer.
- II. Meeting called to order at: 5:20.** Acceptance of June Minutes: Leo Glass, and Helen Rados, Carried.
- III. Reports:**
 - a. President’s Report:** Anna Milucky. Read through description for subcommittees. As far as the Strategic Planning Committee- we all belong to a lot of organizations where we can promote tutor recruitment. If you plan to speak about Literacy Volunteers at one of your organizations, please let Anna know so dates can be coordinated, etc. Connie will send list with ideas of where we can solicit tutors/students with flyers, i.e. doctors’ offices, hospitals, etc. Connie also has prepared speeches/points of interest that will also be emailed out to everyone. Emails are being sent to Board Members for participation at Farmer’s Markets. Please let Christine know your availability.
 - b. Treasurer’s Report:** (separate reports) Kenneth Wilson. Schedule of Operating Budge for Fiscal Year 7/1/10-6/30/11. Prepared budget for next fiscal year that we need to vote on. Board will review and vote on next month. Treasurer’s report reviewed. Carried: Barbara S, and Pat.
 - c. Bookstore Manager’s Report:** Chair: Barbara Kauffer. Need Children’s books. See report.
 - d. Foundations/Philanthropic Report:** Chair: Connie: wrote \$5,000 United Way Grant for Family Literacy Grant.
 - e. Personnel Committee:** (annually) Chair: Barbara K., and Leo G. Have nominee for Treasurer who will be brought before board. Connie will send resume to everyone for review. Nomine will come in August to meet with Ken and hand over books. She will start officially in September.
 - f. Strategic Planning Committee: Chair:** Anna M.; Olga, Barbara K. and Connie. See President’s Report.
 - g. By-Laws:** Barbara Kauffer; Debbie S, Leo G and Connie.
 - h. Energy Committee:** Chair: Leo G. Jaime N, Connie, Helen R, and Barbara S. Audit done and suggestions were made.
 - i. Book and Bake Sale Committee:** Chair: Pat F, Ken W, Barbara K and Connie.
 - j. Farmer’s Market Committee:** Chair: Christine W, June B., Helen R, Debbie S, and Anna M.



- k. **Student/Tutor Recruitment and Retention Committee:** Chair: Karen; Pat and Helen. Nothing to report.
- l. **Large Fundraiser Committee:** Chair: Connie; Ken and Debbie.
- m. **Bethel Site Committee/Sign Committee:** Chair: Leo G.; Barbara S, Jaime, and June B. Lori Kilgore said sign should be ready shortly (within week).
- n. **Fundraising Letter Committee:** Chair: Anna.
- o. **Bank Tag Committee:** Chair: Anna M.; and office staff
- p. **Board Nominating Committee:** All Board Members.

IV. Director's Report – July 12, 2011

Fundraising

- Bank Tag Sale-so far-Jeff Bank-\$261, Provident Bank \$14
- Pixel –picture fundraiser \$180
- Sign and Spanish Language Class gross income of \$1854.00 (before paying teachers).

Bookstore Publicity

- Time Warner Cable did have one page ad in Democrat.

Public Relations

- Networking-Met with Laura Quigley, Office of Workforce Development, to discuss two proposals from us: A Job Readiness Curriculum and a Writing and Grammar Curriculum. Either one or both workshops may be taught to their clients. There are (10) slots in each workshop and each would run for 5 weeks and meet 2x a week for 2 hours each time. Gen Dainack would teach these workshops and LVSC would charge Workforce Development \$2000 for each.
- Article in Democrat about Student-Tutor-Volunteer Recognition Dinner.

Building Update

- Plumber needed again for Ladies' room (does not charge us).
- Jim Carnell to look at roof again, now that we have nice weather.

Upcoming

- July 14, 2011 6p-8p Thursday Mr. Willy's non -profit get-together. Leo will pick up truckload of books from the Newburg Library.
- Personal Care Assistant Interviews to be held at the Literacy Center.
- July 17, 2011 Sunday, Tent Sale-United Way Building 10-3 Pat Flynn & Christine has volunteered for book sales.
- July 18th through Friday July 22, Personal Care Assistant Training 10-5 each day has been delayed because application was not sent in on timely basis. A new one will be sent in for August/September.
- July 19, 20, 21 New Training for Trainers from Literacy New York offered in Newburg. Attendees will include: Connie, Ginny, Christine Cimmino, Gen



Dainack, Simone Fontana, Karen Stewart and Greg Garay. Pat Flynn would also like to attend.

- July 22, 2011 Friday Book and Bake Sale 9-4
- Sunday September 11, Bethel Harvest Books and Arts & Crafts: Pat, Kenneth,
- Saturday, October 1, Rise Fundraiser, Leo and Anna will handle book sales

Miscellaneous

- Tutor /Student Dinner Information: Tutors: 60 Students: 86.
- ATTAIN Lab – asked to put laptops with all educational programs in our Computer Lab. There will be a trial period to see if laptops are used. Will train Susan Leventoff and any of our tutors how to use software. Open to the public only when Susan is scheduled to work or when they provide a staff person from ATTAIN.
- Connie contacted Walmart and reminded them of their promised donation of \$5,000.

V. Old Business: By Laws accepted. Debbie moved unanimously

VI. New Business

Miscellaneous

- Crawford Library is celebrating its 75th anniversary Sun. 8/13 12-4. All board members are invited. Connie is on that board. Selling Crawford's paintings.
- United Way to sell books. Board agreed. It's a fundraiser for them. We will split proceeds.

VII. Adjournment: 5:55

