

**Literacy Volunteers of Sullivan County, Inc.**  
**Board Minutes**  
**March 8<sup>th</sup> 2011**

**I. Members in attendance:** *Executive Director:* Connie Keller; *Officers:* Mary May Schmidt, Barbara Kaufer, Anna Milucky; *Members:* June Barrett, Gary Couch, Karen Stewart, Olga Parlow, Helen Rados, Barbara Sush, Debbie Speer

**II. Acceptance of minutes: correction/additions:** President Mary May Schmidt brought meeting to order at 7:34am. Correction to February Minutes: addition of all Student Tutor Dinner committee names. Motion to accept: Barbara S. 2<sup>nd</sup> by: Pat

**III. Directors Report:** was handed out to those present, reviewed and discussed.

**IV. Reports:**

- *President's Report:* none
- *Treasurer's Report:* copy handed out and after review: Motion to approve made by Anna with a second of Olga. All accepted.
- *Bookstore Report/publicity:* hard copy handed out and reviewed.
- *Foundations Report:* covered in Director Report.
- *Tutor Training:* orientation going on now, with training in April.
- *Student Tutor Dinner:* Debbie was appointed Chairperson. Will get venue ASAP and meet with Connie this week to discuss needs.
- *Student/tutor Recruitment:* Gary has met his 1 year anniversary as Chairperson. Handouts were given to member to "advertise" in all areas of the county.
- *Smaller Fundraising:* Christine W Chairperson. Board was requested to start to add site visits to their calendars as time gets nearer.
- *Fund raising letter:* next one will be sent out in the fall of 2011.
- *Bi-laws:* Committee was formed to include: Barbara K, Connie, Leo, Gary and Debbie. Our current bi-laws are in need of updating. Committee will meet ASAP.
- *Bethel Site/Sign:* Barbara S. and Pat will meet with Town of Bethel officials to see if a "combined" sign could be done. Laurie Kilgore has agreed to do our sign again. Bruce Reynolds working on adding hours of operation sign to existing sign for now.

- *Renaissance*: another \$750. Grant is available for “Spruce Up” Barbara S will apply.
- *Board Nominating*: need to start seeking new members from different education, demographic and ethnicity areas as be to more diverse. Utmost importance is finding a new full time treasurer. Anna volunteered to help Ken transition out.
- *Strategic Plan*: Committee to revise was formed to include: Mary May, Olga, Barbara K Connie, with Anna the Chairperson. Our plan will be revisited quarterly once the committee revises.

**V. Old Business:** June reported that after all expenses paid out for the ‘Dessert Extravaganza’ a total of \$1435 dollars was made.

**VI. New Business:**

- Motion was made that every quarter the meeting should be changed to an evening time to allow those not able to attend the early morning meetings. Motion made by Barbara S. with a second by June. Passed unanimously. Our next meeting will be held on Wednesday April 13<sup>th</sup>, at 6:30pm then on August 10<sup>th</sup>, and December 14<sup>th</sup> at the same times respectively.
- Kelly Lake has set up a Face-book page for us and will now add a “Pay Pal” account in order to accept donations.

**VII. Miscellaneous:** none

**VIII. Adjournment:** motion made by Barbara S @ 8:36am and seconded by Debbie S.

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