

Literacy Volunteers of Sullivan County,

An accredited affiliate of Pro Literacy Worldwide

63 North Street, Monticello, NY 12701 P.O. Box 759 (845) 794-0017 fax (845) 794-0904
www.literacysullivan.org email: lvasc@in4web.com

LVSC BOARD MEETING Tuesday, November 13, 2012

Board of Directors

Officers:

Anna Milucky,

President

Barbara Sush,

Vice President

Patricia Deagle,

Treasurer

Christine Wylie,

Secretary

Barbara Kaufer,

Bookstore

Manager

Members:

Jill Atkins

June Barrett

Leo Glass

Jamie Noeth

Juanita Ortiz

Olga Parlow

Helen Rados

Marilyn Stein

Karen Stewart

Dave Thomson

Executive

Director

Constance Keller

Members Present: Connie Keller, Anna Milucky, Barbara Sush, Patricia Deagle, Christine Wylie, Helen Rados, Ginny, Jill Atkins, June Barrett, Karen Stewart, Marilyn Stein, and Dave Thomson.

Absent: Barbara Kaufer, Leo Glass, Jaime Noeth, and Juanita Ortiz.

Acceptance of Minutes: Dave Thomson/HelenRados.

Reports

a. President: Anna Milucky: December meeting will be at Buona Fortuna. All agreed to cost of \$25 dollars per person for a prefixed menu. This does not include tax and tip. Tuesday December 11th at 5:00pm.

b. Treasurer: Patricia Deagle: See Attached Report. Motion to Accept: Barbara Sush/June Barrett.

c. Bookstore Manager: Barbara Kaufer: Pat Deagle: Page 3 of Treasurer's Report has bookstore report. October income was down due to storm.

Volunteer Concerns: Can we have students come in for community service? Connie stated that volunteers who have been out will be returning but uncertain of dates. Olga Parlow will be going to Bethel once she returns. June is concerned that there is no organization for the few volunteers that exist in Bethel. We pay Sonya \$125 per month = \$1500 dollars a year. She is not taking care of sign in and calendar. Need a phone list, guest book, etc. Do we have Standard Operating Procedure Protocol in form of Q & A.? All volunteers should get an orientation. Diane Rourick is coming in to Read it Again Bookstore on Saturdays but said she needs help. She can't be by desk and shelve books at same time.

Consider paid part time manager: We need to consider a part time manager to manage the book stores: provide orientation, handbook, etc. June would like to nominate Diane Rumsey to the Board of Directors: Bethel resident, banking experience, hardworking, integrity. Perhaps she would be willing to volunteer at Bethel.

New Bookstore Protocols Subcommittee: Chair: Dave Thomson, Helen Rados, June Barrett, and Connie Keller. We need to get the protocol first for the Read it gain Bookstore and then for Bethel.

Motion: June Barrett/Helen Rados to bring Diane Rumsey onto board. Vote: Unanimous.

Heat at Bethel Bookstore: Bethel has contract with MCSD which is supposed

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to supply heat. They have been contacted and up to this point the school district has not fulfilled its obligation. Currently, electric heaters are being used. Connie Keller will call Danny Sturm to find out where the situation stands. Mr. Teplesky and Board President Sue Purcell should be notified about situation. We also need to know if space heaters are a fire hazard.

IV Committees

- a) **Foundations/Philanthropic:** Chair: Connie Keller, Pat Deagle: Got grant from United Way for \$2500 dollars for two years.
- b) **Personnel (annually):** Chair: Barbara Kaufer, Leo Glass: Absent. Nothing to report.
- c) **Strategic Planning:** Chair: Anna Milucky, Olga Parlow, Barbara Kaufer, and Connie Keller. Nothing to report.
- d) **By-Laws:** Chair: Barbara Kaufer, Leo Glass, and Connie Keller. Nothing to report.
- e) **Energy:** Chair: Leo Glass, Dr. Jamie Noeth, Connie Keller, Helen Rados, and Barbara Sush. Nothing to report.
- f) **Book /Bake Sale:** Chair: Barbara Kaufer, Connie Keller: Nothing to report.
- g) **Farmers' Market:** Chair: Anna Milucky, Christine Wylie, June Barrett, and Helen Rados. Nothing to report.
- h) **Student/Tutor Recruitment:** Chair: Anna Milucky and all Board Members: one of our new tutors is now helping to expand our group ESL class in Fallsburg. Anna Milucky attended Chamber Of Commerce and asked everyone to come to bookstore for Holiday Shopping.
- i) **Large Fundraiser:** Chair: Christine Wylie, Leo Glass, Pat Deagle, Marilyn Stein, and Connie Keller. Our idea for a Holiday Fair did not succeed. If we choose to attempt this again, we'll been to begin planning by August. Need to cancel radio stations, announcements, etc.
Marilyn Stein suggested an idea for a Dining Out Fundraiser. She spoke with Nancy Kane about one that was recently done for Orange and Sullivan County Hospice. 30 restaurants participated and 10% of dinners went towards Hospice. Jill Atkins will contact regional manager. A suggestion was made about having joint fundraisers with Orange & Sullivan County Literacy? Connie Keller will talk to Christine Rolando. A subcommittee meeting will be held prior to the next Board Meeting. \$800.00 dollars was raised for the quilt. The winner was from Pat Deagle's office.
- j) **Bethel Site:** Chair: Leo Glass, Barbara Sush, Dr. Jamie Noeth, and June Barrett. Nothing to report.

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- k) **Fundraising Letter:** Chair: Anna Milucky and office staff. Letters are going out this Friday. Board members were asked to send Connie Keller 10 names with addresses as possible donors.
- l) **Bank Tag:** Chair: Anna Milucky, and office staff: Nothing
- m) **Board Nominating:** All Board Members: See above.
- n) **Student-Tutor Recognition Dinner:** Chair: Anna Milucky, Leo Glass, Barbara Sush, Helen, Connie Keller and office staff.
- o) **Children's Reading Room set up:** Christine Wylie, Jamie Noeth, Barbara Sush, Helen Rados, Marilyn Stein, Jill Atkins and Connie Keller. A subcommittee meeting will be held on the Tuesday following Thanksgiving, November 27th at 5:00 here at the bookstore.
- p) **Promotional Materials:** Chair: Jamie Noeth, Christine Wylie, and Barbara Sush.

IV. Director's Report (attached): All Board Members please email Connie Keller ten names as potential donors for Fundraising Letter. Also discussed BOCES outreach, Head Start, and Grant money from United Way that came through (see above).

V. Old Business: None

VI. New Business: Community Unity is hosting its Heroes' Dinner to honor people who have done service in community on Tuesday, December 4th at the Federation for Homeless. Mr. Willies is providing catering. Ticket cost is \$30 dollars in advance, \$35 dollars at the door.

VII Miscellaneous: Did someone say they would call tutors to see how they are doing? Dave Thomson would be willing to gather a list of Tutors and Tutees and provide numbers to each Board Member to call. Ginny will send email to see who is willing and then send list of contacts. Ginny will get list of information for all Tutors and Tutees for the next Board Meeting.

VII Adjournment: Motion: June Barrett/Dave Thomson.