

## **Literacy Volunteers of Sullivan County**

### **LVSC Board Meeting Minutes**

July 9, 2013

Members present: Leo Glass, Patricia Deagle, Barbara Kaufer, Jill Atkins, Linda Browne, Helen Rados, Diana Rumsey, Dave Thomson, Connie Keller

Members absent: Barbara Sush, Anna Milucky, Christine Wylie, June Barrett, Jamie Noeth, Juanita Ortiz, Marilyn Stein, Karen Stewart

Acceptance of Minutes: Dave/Helen

#### **REPORTS:**

##### **President:**

Leo apologized for unexpectedly missing the June meeting. New board member Linda Browne was introduced to the Board.

##### **Treasurer:**

An unexpected \$5,000 transfer was made from the money market account into operating account during the month. Transfer \$2,500 from Read It Again, \$2,000 from Past Perfect and \$6,000 from money market into operating account. Approved: Dave/Helen

Dave asked if board members could receive a report for the fiscal year end. An accountant will be preparing 2012 report. Pat and Connie will meet to review numbers.

In order to improve our income maybe we should hire someone to staff bookstores? Are we not maximizing profits because someone is not at the bookstore or inexperienced help is at the bookstore?

##### **Bookstore:**

Saturday was a great day at the bookstore with over \$200 taken in. Increase over last year. Approved Dave/Helen

#### **COMMITTEES:**

##### **Personnel:**

The Personnel Committee will meet and have report by next meeting.

##### **Energy:**

The Energy Committee met. Someone will come to the Monticello bookstore to look at the building for possible alternative energy options.

##### **Student/Tutor Recruitment and Retention:**

Committee met. Connie has preliminary design for the revised tutor handouts. She will ask Marilyn to review.

##### **Bethel Site:**

Dave asked what we can do to attract more people to the Bethel Site. We need to let people know where it is and what it is. Flyers should be handed out at farmers markets and restaurants (Shop Rite too?). Committee will distribute flyers. Ads were placed in Catskill Shopper and Democrat to draw in more people.

**Bank Tag Sale:**

Leo will contact Anna to see if we can do the tag sale at Jeff Bank.

**DIRECTOR'S REPORT:**

Language classes have started.

Women & Financial Literacy workshops will begin in September. We received a grant from United Way to offer the Financial Literacy workshops.

Sue Diamond will attend the September Board Meeting to give a presentation on marketing and fundraising.

**OLD BUSINESS:**

**Bookstore Policy and Procedures sub-committee:**

Prototype is almost complete. Committee will review one final time. Sorting books is an issue at both bookstores. Should we hire someone to sort or train board members? Bethel is still open 3 days a week due to lack of volunteers. Should we continue to pay someone to do the schedule? Connie believes we cannot sustain 5 days per week in Bethel. We could stay open until 6pm on the 3 days we are open. Maybe we could open on a weekend? The market for books is there in the summer!

**NEW BUSINESS:**

Chapin Estates is collecting books for our bookstores.

Meeting Adjourned: Helen/Diana