

Literacy Volunteers of Sullivan County

LVSC Board Meeting Minutes

June 10, 2014

Members present: Leo Glass, Patricia Deagle, Jill Atkins, Anna Milucky, Mary Ellen Hubbard, Grace Finley, Connie Keller, Virginia Connell

Members absent: Barbara Kaufer, Dave Thomson, Linda Browne, Karen Stewart

Acceptance of Minutes: There was not a meeting in May – there was no quorum.

REPORTS:

President:

Leo introduced our new board member, Grace Finley. Grace is an accountant at Guy Jollie's office. Her parents have both went through our programs.

Treasurer:

Pat reviewed the Treasurer's Report. She recommended a transfer of \$4500 from the money market and \$3000 from the Read It Again account to the operating account. June is the last month of our fiscal year. Approved: Anna/Grace

Bookstore:

Barbara Kaufer was absent, the Bookstore Report was not discussed.

COMMITTEES:

Foundations/Philanthropic:

Pat found a grant that may help us pay for a more efficient energy system. Connie has a call in to discuss eligibility.

We are still waiting on some grant money from the state. For every additional \$600 from the state we must report an additional student match. We receive approximately \$28,000 from the state.

Energy:

The committee will be taking a break until we have the funds to pay for a new HVAC system. Connie suggested the energy committee meet with the fundraising committee. Pat suggested setting a target for the fundraiser; however Leo felt that doing so may establish unnecessary limits when we should try to raise as much money as possible.

Farmers' Market:

Anna recommended discontinuing our involvement with the farmers' markets. It takes a lot of time and effort while we do not raise much money. Motioned by Pat to discontinue, seconded by Jill.

Student/Tutor Recruitment & Retention:

Grace volunteered to join the committee.

Large Fundraiser:

Mary Ellen volunteered to join the committee.

Fundraising Letter:

Leo presented three samples for the fundraising letter. Connie will email the samples to all board members. Leo asked for board members to please offer any suggestions they may have.

Bank Tag:

Jeff Bank and Catskill Hudson are selling bank tags to benefit LVSC during the month of June.

Board Nominating:

Leo spoke about Jane Sorensen. He feels she will be an asset to the board. She would like to start in September. The board motioned to make Jane a board member.

Leo asked Vivian Ginsberg and Gay Donofrio to become board members. Both will think about joining.

Leo mentioned that most boards do not have the full board vote on new board members but have officers appoint new members. The board agreed to continue the full board vote.

Student-Tutor Recognition Dinner:

Anna thanked everyone for participating in the Student-Tutor Recognition Dinner. Grace volunteered to join the committee for next year's event.

Children's Storytime:

We did our last storytime before the summer. Connie recommended the board think about whether we want to continue with storytime. It is very difficult to find volunteers and the library does storytime already. Saturday may not be the best day. The board will vote in July on the issue.

Promotional Materials:

All publicity and promotional materials are currently being done by Connie. She would appreciate the help of anyone who would like to join the committee. Pat suggested the board speak to Dave Thomson about joining the committee. Leo will speak with him.

Bagel Festival:

Pat recommended the committee meet in July. The festival is August 17th. We will have a 50 inch TV to raffle off. Pat recommended we start selling raffle tickets in advance. She will work on the design of the tickets. The cost of the tickets will be \$5 each, 3 for \$10 or 6 for \$20.

The library will also be attending the festival and selling books.

DIRECTOR'S REPORT:

Connie mentioned the CD Trips trip to Baltimore benefitting the Literacy Volunteers. The trip is July 11th through the 13th. 30 people have signed up so far.

Steve Kerlander sends emails on behalf of the Literacy Volunteers. He normally charges businesses for his services, however he does this at no cost for us.

Debra Winger will be speaking at Chapin Estate to introduce residents to our program. Residents have expressed interest in the local community and ways to help. We will have an email sign up sheet for those who would like to learn more about our organization. Leo suggested handing out our fundraising letter. The board decided not to distribute the letter at the event however we will hand out business cards if they would like to contact us.

Connie spoke about the Country Voices poetry workshop that will take place at the literacy center. There will be a \$15 fee per session.

We now have to register our oil tank every 5 years with the DEC. Ours was not registered which will be a \$300-\$500 fee.

Connie recommended we pay a grant writer to do research on grants we may be eligible for and send to the larger foundations. Pat recommended the large fundraiser committee look into this issue further.

We received the final review from Bachrach, Waschitz & Waschitz. Pat will include an overview in her next Treasurer's report. The report will also be emailed to the board.

NEW BUSINESS:

On July 6th, we will be having a 2 for 1 book sale. Some books are marked with stickers and will not be included in the sale.

Meeting Adjourned: Mary Ellen/Grace