

## Literacy Volunteers of Sullivan County

### LVSC Board Meeting Minutes

January 13, 2015

Present: Leo, Pat, Barb, Dave, Mary Ellen, Connie, Ginny, new members Audrey Borella, and Ronda Zoll

Absent: Jill, Linda, Karen, Jane, Dawn

The two new members were introduced to the Board. Audrey Borella and Ronda Zoll.

**Minutes of the previous meeting:** Move to accept, Dave; seconded, Barb; motion carried.

Leo reported that the REAP application has been submitted via George Popp with the work on underground oil tank (removal, cap, or whatever is deemed necessary) included so that we would be able to borrow at a lower rate in order to pay for whatever work needs to be done with the tank. Connie explained the background to that decision.

**Treasurer's Report:** the current report has just one line-item for payroll which includes both of the lines used in previous reports. She answered Mary Ellen's questions about what is included in that line item, viz. actual payroll plus all payroll taxes. Bookstore income is down a bit but is still good considering the weather-related closures of the Literacy Center. Move to accept the report, Barb, second, Dave: motion carried.

**Bookstore:** Barb reported on the receipt of two counterfeit \$20 bills. The store now has a "pen" to use to identify counterfeit bills. Unfortunately, one such bill was just submitted for deposit, so there has yet been no word from the bank on that bill.

**Foundations:** see Connie's report for the January meeting

**Strategic Planning:** Anna Milucky has resigned from the Board, so the committee needs a new chairman. Connie explained the work of the committee and Pat volunteered to chair it.

As a matter related to Anna's resignation, Connie pointed out all of those committees of which Anna had been a member and where she would need to be replaced. She will continue to work as a kind of "Associate Board Member" with the organization of the Student-Tutor Recognition Dinner.

**Student/Tutor recruitment/retention:** Dave said there was not much to report, except that it was time to do a new round of calls to the tutors to make sure all was going well. He asked for volunteers from the Board to make those calls.

**Large Fundraiser:** there was some discussion about changing the name of this committee, since it deals not just with the Capitol Campaign but also with things like the Program Ads for the Recognition Dinner.

Dave suggested that a spreadsheet kind of document be developed in order to “equalize” Board membership on the different committees.

Leo raised the issue of an interim (until the next election this Spring) Vice President to replace Anna. Connie said she had spoken to Dawn about it. Barb nominated Dawn and Pat seconded the nomination. The motion carried: Dawn will serve as VP until the next election.

**Children’s Storytime:** This once-a-month Saturday event is going well.

**Dessert Extravaganza:** Jill Atkins and Linda Browne have agreed to co-chair this event. The date has been set for March 15 from 1 to 3. The event will have a St. Patrick’s Day theme. Ronda will join that committee.

**Bagel Fest:** Connie sent in the necessary paperwork and fee to reserve a table. Pat will again chair the event.

**Energy Committee:** Mary Ellen will set up a date for the committee to meet soon.

**Director’s Report:** 1) Connie described the Student-Tutor Recognition Dinner for the benefit of new members. Anna is suggesting April 26<sup>th</sup> for the date of this year’s event.

2) Connie spoke about Gay Donofrio’s work on the Category 1 application for a Renaissance Grant to do landscaping and erect a sign at the back of the building. There were some questions regarding the grant and the ongoing maintenance of any landscaping that is installed.

3) Denise Frangipane had wondered if we could connect the Literacy sign at the Duggan School in Bethel with the Grant application for the work at the Monticello site. A separate grant would be needed to deal with the Bethel sign.

#### **New Business:**

Nominating: Dave suggested that a small group take that in hand, i.e., establish whose terms as Board members are up and then come up with a slate of officers for the next election. Leo said he would appoint such a group at the next meeting.

#### **Old Business:**

Bookstore: Barb asked for help from Board members to clear out some of the “junk” in the back section of the front room. Pat proposed having a working “pizza” party to do that. Barb described the present system for disposing of books via the weekly refuse collection by the Monticello sanitation department. There was some discussion of other ways we might dispose of excess books. Connie will check with the sanitation department to see how much they are able to take away per visit.

**Adjournment:** Dave moved we adjourn, Pat seconded; the motion carried.

Respectfully submitted: Mary Ellen Hubbard, temporary secretary