



April Minutes of the Charles County Literacy Council

April 7, 2015

In Attendance: Sue Lateulere Lisa Hackley
 Valerie Kettner Joely Shultz
 Kathy Joy Carrie Dotson

Call to Order: Meeting was called 7:05 p.m.

Tutor/Student Discussion:

- Joely Shultz- Her student does well. Currently, completed Laubach 3 Lesson 20.

Approval of Minutes: A motion to approve the March 2015 minutes was made by all attendees.

President's Report (Valerie Kettner):

- Retired Teachers Association gave a donation
- Updated the CCLC brochure.
- President position is still open; she will officially step down later this month. However, she will be assisting as needed until June.
- Lion's Club bake sale is April 19th, still some open slots to fill.

VP Report (Lisa Hackley):

- No current updates

Treasurer Report (Kathy Joy)

- A copy of the Statement of Financial Position as of April 7, 2015 was provided to all attendees.
- Total income over expenses for the year to date is \$1,212.59.

Program Coordinator Report (Sue Lateulere):

- 6 adult learners were looking for services In February and were matched with tutors.

- 1 Adult learner matched and 5 waiting to be matched (will be matched with tutors from the tutor workshop).
- A" Letter of Introduction", flyers and brochures about CCLC were sent to 20 agencies in the county; additional flyers to follow.
- Attended County Grant Interview with Valerie Kettner and Kathy Joy on March 24, 2015.
- Post cards for Port Tobacco Player's "Much Ado about Nothing" were distributed. One dollar will be donated to CCLC for each ticket sold. The Play begins May 22 and ends June 7th. Please distribute the postcards and show your support!
- We will need volunteers for the North Point Volunteer Fair- April 16, 7-9 p.m.

Chair Reports:

Fundraising (Ray Kinard-excused absence)

- April 19th -Lion's Club Bull Roast (12- 5 p.m.)- Food donations must be delivered at Lions Club by 10:30 a.m. (Does not have to be homemade).

Grants (Virginia Willet- excused absence)

- The Zonta Grant was submitted
- Researching other possible grants opportunities

Publicity (Sonja Scharles- excused absence)-

- CCLC received good coverage by the Maryland Independent.
- Flyers for Adult Learners and the Tutor workshop have been posted in libraries and several restaurants.
- We will have a display at the Potomac Library in May.
- Library managers have agreed to continue to display CCLC flyers. Still waiting to hear back from Waldorf West Library.

Workshop (Jane Higdon-excused absence)

- Next workshop will be April 11th, 2015 at the United Way Building; 09:00 a.m. -3:30 p.m. Reservation Deadline was today (April 7, 2015).

Next Meeting: Tuesday, May 5, 2015. -@7p.m. at United Way Building Meeting Room

Meeting Adjourned at 7:50 p.m.