



December Minutes of the Charles County Literacy Council

December 1, 2015

In Attendance:

Carrie Dotson	Jack Faherty
Kathy Joy	Lisa Hackley
Linda Heimpel	Barbara Macri
Appiah Morgan	Sonja Scharles
Yolanda (Joely) Shultz	Edna Troiano

Call to Order: Meeting was called 7:00p.m.

Introduction: Linda Heimpel is the new CCLC Program Coordinator

Tutor/Student Discussion:

- Joely Shultz- her student is on Laubach Level 4, Lesson 5

Approval of Minutes: A motion to approve the minute's for November 2015 with edits was passed.

President's Report (Carrie Dotson):

- Community Foundation has asked CCLC for "Santa's Wish List" of items they may need. There is no guarantee that we will receive any items, but may be able to get an item or two. A computer and tutoring supplies are some items for consideration.

Vice President's Report (Lisa Hackley):

- No new updates, information on Book Mobile still on hold.

Treasurer Report (Kathy Joy):

- Awaiting confirmation of total amount of financial donation from the Ledos fundraiser held last month.

- Will clarify with Sue Lateulere if Amazon Smile is included in the “various donations”.
- \$8,000-Donated from United_Way will be used on community outreach projects.
- A copy of the Statement of Financial Position as of December 1, 2015 was provided to all attendees.

Program Coordinator Report (Linda Heimpel):

- 1 adult learner (AL) was assessed, looking for tutoring.
- 1 former AL has reunited with former tutor and will begin lessons in January 2016.
- 2 ALs are waiting for reassignment (tutor moved).
- 1 inactive AL is returning and seeking a new tutor.
- Read Africa Week (February 1-7) is seeking volunteers to read to children during Black History Week. The project is through the Arts Alliance; contact Linda for additional information.
- Continues to contact inactive tutors to inquire if they are interested in returning.

Chair Reports:

Fundraising (Vycki Borgnis- excused absence; Carrie - acting)

- December 14, 2015 Green Turtle Fundraiser. Two ways to donate: a. purchase food, beverages, and tee shirts present a flyer and receive a 20% discount. b. “Paint it forward” for \$45.00 will have a painting session and wine -25% of proceeds will be donated to CCLC.
- January 2016- Texas Roadhouse will donate 10%; date and details to follow.

Publicity (Sonja Scharles)

- Only two libraries have display cases.
- Provided flyers for distribution- Please place in any location one feels will reach both tutors and potential ALs.

Workshop (Debra Storey- excused absence- Edna -acting)

- Collaborating with Debbie to determine date for tutor workshop; most likely late winter/ early spring.

Other Business:

- Considering hiring a part-time person to conduct community outreach activities in collaboration with other nonprofit organizations.

- Appiah Morgan- as part of a volunteer program, interested in a short term tutoring project.

Next Meeting: January 5, 2016 7:00 P.m. United Way Conference Room.

Meeting adjourned @ 7:55 p. m.