



June Minutes of the Charles County Literacy Council

Tuesday, June 2, 2015

In Attendance: Carrie Dotson Kathy Joy
 Sue Lateulere Yolanda (Joely) Shultz
 Lisa Hackley Cliff Williams
 Cathy Stevens

Call to Order: The meeting was called at 7:00 p.m.

Tutor/Student Discussion:

- Cathy has three students she is tutoring. One of her students is focusing on taking the driver's test. Cathy also wants to explore the alternatives for students that may not be able to pass the GED. The NEDP could be an alternative and the Lifelong Learning Center offers information and classes.
- Joely Shultz- Continues to work with her student. Hopes that student will complete Laubach Level 3 by the end of the month.

Minutes of April 2015 and May 2015: Motion accepted by the group.

President's Report (Lisa Hackley)

Elections for the Executive Board:

Carrie Dotson-President, Lisa Hackley-Vice President, Kathy Joy -Treasurer, Joely Shultz-Secretary, Virginia Willet- Grants and Fundraising (Acting).

Vice President's Report (Lisa Hackley):

- Has three potential tutors at Lisa's church.
- Currently have Port Tobacco Player's "Much Ado about Nothing" donating \$1.00 per ticket sold to CCLC.
- Next fundraiser is July 16, Crab Feast at Port Tobacco Marina. Still working on details.

Treasurer's Report (Kathy Joy):

- Total income over expenses as of June 2, 2015 -\$3,345.69.
- A new computer will be purchased

Program Coordinator's Report (Sue Lateulere)

- 7 adult learners sought services in May. 3 adult learners were matched with tutors. 5 adult learners waiting to be matched and three more waiting to be assessed.

- Attended the Non-profit Conference held at CSM held May 1st.
- Attended the Partnership for a Healthier Charles County (CC) Meeting and agreed to work with the Access to Care Subcommittee. Also, discussed with Chrissie Mulcahey the possibility of having a CCLC volunteer at Health Partners.
- Maryland Annual Charitable Registration Renewal is due June 30th, Sue and Kathy Joy will complete the necessary paperwork.
- Plan to attend two free courses: Grant Writing and Proposal Writing.

Chair Reports:**Fundraising** (Virginia Willet-excused):

- Next fundraiser will be July 16th Crab Fest at Port Tobacco Marina

Publicity (Sonja Scharles [excused]):

- We had two press releases

Workshop (Edna Troiano- acting [excused]):

- Next Tutor workshop is set for August 29 at the United Way Building.

New Business:

- Plan to Have Executive Board Meeting in August to set goals for 2016.

Next Meeting: September 1, 2015 7:00 P.M. United Way Conference Room.

Meeting Adjourned: 805 p.m.