



September Minutes of the Charles County Literacy Council

Tuesday, September 1, 2015

In Attendance:

Barbara Albro	Ginny Bridges
Vycki Borgnis	Carrie Dotson
Pat Howe	Angela Hume
Valerie Landers	Sue Lateulere
Barbara Macri	Rose Markham
Amy Purnell	Sonja Scharles
Yolanda (Joely) Shultz	Bianca West
Edna Troiano	Richard Viohl

Call to Order: The meeting was called at 6:58 p.m.

Tutor/Student Discussion:

- Joely –her student passed the Laubach Level 3 Skills Check and is now on Laubach Level 4.
- Ginny- Her student has a goal to pass the TOEFL (Test of English as a Foreign Language) so she will be able to work in the same field that she did in her homeland.
- Vycki- is tutoring a student from the Detention Center. The challenge is not being able to assign homework due to Detention Center restrictions.
- Barbara M. – helping a student prepare for the driver’s test.
- Rose- is helping a student prepare for the driver’s test.
- Richard- his student passed the Laubach Level 3 Skills Check and is now on Laubach Level 4. The student has difficulty with spelling.

Minutes of June 2015: Motion for approval –“Yes”

President’s Report (Carrie Dotson)

August 15 Retreat-

- a. Grants- Zonta focus is on Women Helping Women. CCLC goal is to target women with low literacy. Seek other grant funding and support in preparation for 2016.
- b. Fund Raisers- Crab Feast raised- \$346.00; Port Tobacco Players-\$1194.00. We have a Ledos fund raiser in November. Working with Chipotle, Possibly 5 Below, and other organizations.

Vice President's Report (Lisa Hackley- excused absence):

Treasurer's Report (Kathy Joy-excused absence):

- Total income over expenses as of September 1, 2015 -\$507.01

Program Coordinator's Report (Sue Lateulere)

- 5 adult learners sought services in July and August. 2 adult learners were matched with tutors. 6 adult learners waiting to be matched and 2 more waiting to be assessed
- United Way (UW) of Charles County Partner Meeting in June- discussed networking.
- June 13th- along with Cathy S. and Lisa Hackley, participated in the New Hope Church Health Festival
- June 26- with Sonja S. and Debora participated in the Re-Entry Fair at the Detention Center
- August 8 –with Debora and Virginia participated in Commissioner Amanda Stewart's "Back to School Fiesta" held at Wade Elementary School

Chair Reports:

Fundraising (Virginia Willet-excused):

- County Grant – denied. Letters were sent to County Commissioners requesting feedback on the rationale for the decisions
- Outreach program (UW Community Impact Grant) approved CCLC for \$14,000; distributed twice- \$7000 now and the additional \$7000 at a later date. Need volunteers for outreach programs.

Publicity (Sonja Scharles):

- Made arrangements with the radio station to conduct press releases

Workshop (Edna Troiano- acting [excused]):

- Tutor workshop is September 12 at the United Way Building (09:00-3:30).
- Commissioner Amanda Stewart has agreed speak and hand out certificates
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New Business:

- Partnership with Hospice- they have rooms available for tutoring
- We need volunteers for our fundraising and tutor recruitment activities

Next Meeting: October 6, 2015 7:00 P.M. United Way Conference Room.

Meeting Adjourned: 7:50