

Brunswick County Literacy Council  
Board of Directors Meeting Minutes  
March 19, 2018

**Present:** Bob Farrell, Joanie Hoffman, Marianne Iavarone, Gary Moore, Deanne Neuman, Susan Shook, Louis Washington

**Absent:** Vyctorea Brogden, Eileen Farrell, Nita Hill

**Quorum present**

1. **Call to Order:** Susan Shook 3:30 p.m.
2. **Approval of Agenda:** Motion to approve agenda: Louis Washington; seconded: Bob Farrell; voice vote: all in favor. Motion carried.
3. **Public Input:** None
4. **Approval of February minutes:** Motion to approve: Bob Farrell; seconded: Louis Washington; voice vote: all in favor. Motion carried. Minutes will be posted on BCLC website.
5. **Treasurer's Report:** Motion to approve: Deanne Neuman; seconded: Louis Washington; voice vote: all in favor. Motion carried.
6. **Executive Director's Report:** Report on file.
7. **Old Business:**
  - Executive Director Dot Hoerr will e-mail report on financials from 2017 fundraisers to all board members for review at next month's meeting.
  - Updates for 2018 scheduled and planned fundraising events presented as follows:
    - \$25/ticket 50/50 cash raffle at golf tournament: Bob Farrell will forward drafts of ticket and flyer to Susan Shook and Deanne Neuman for proofreading before final approval and printing. Maximum of 200 tickets will be sold. Executive Director will contact sponsors of Holden Beach April 28-29 Days at the Docks to see if we can set up a BCLC table to sell raffle tickets, promote Spelling Bee and Golf Tournament, and provide literacy program information.
    - Date for next year's wine dinner at La Cucina tentatively set for Jan. 21, 2019, pending more information about possible conflicting fundraising dinners on that same date.
    - Spelling Bee and silent auction May 22: Solicitations for auction items, spelling teams, and sponsors are under way. Three teams have paid to date. Deanne Neuman will not be able to attend the Spelling Bee but will send news releases out to media contacts in advance of the event. Joanie Hoffman volunteered to take notes and write a Spelling Bee news report in Deanne's absence. Joanne Matthews will attend Spelling Bee and Golf Tournament and will take photographs; Deanne and/or Joanie will coordinate Bee coverage with Joanne.
    - Golf Tournament and silent auction/lucky draw at Carolina National Sept. 22: Louis Washington reported that sponsorships are coming in. He is forwarding information for posting on BCLC website immediately after sales are made and payment received with a copy to Executive Director.
    - Fall wine dinner: Susan Shook and Deanne Neuman will investigate Southport's Live Oak Café as possible venue and also potential wine distributor representative.
    - Silent auction of donated wreaths at South Brunswick-Oak Island Chamber of Commerce Christmas Gift Show: Chamber confirmed invitation for BCLC to participate in 2018 event to be held on a Sunday in late November. Executive Director reminded board members it is not too early to ask for wreath donations from florists, craft stores, and individuals.

- Fundraising mailing: Executive Director asked the board to incorporate a BCLC presence in Giving Tuesday activities (Nov. 27, 2018) in planning for donation requests.

#### **8. New Business:**

- Board President Susan Shook introduced new board member Joanie Hoffman and repeated her request that current members bring forward names of potential board candidates to fill remaining vacancies.
- Revitalization of BCLC advisory board remains an open agenda item pending Susan Shook's meeting with former board member Mari-Lou Wong-Chong, who has not yet been available to meet.
- The Literacy Council is participating in the May 5 Belk Charity Sale. We have three two-hour time slots to sell the \$5 discount tickets in front of the Shallotte Belk store—March 22, March 29, and April 5—for which we retain all proceeds. We will also receive a share of in-store ticket sales the day of the sale if BCLC provides Belk with volunteers to help as needed at the charity event.
- **Adjournment:** Motion to adjourn: Deanne Neuman; seconded, Bob Farrell; voice vote: all in favor. Motion carried. Adjourned at 5 p.m.

Deanne Neuman, Secretary