

Brunswick County Literacy Council
Board of Directors Meeting Minutes
February 21, 2018

Present: Bob Farrell, Eileen Farrell, Marianne Iavarone, Deanne Neuman, Susan Shook, Louis Washington,

Absent: Vyctorea Brogdon, Nita Hill, Gary Moore

Quorum present

1. **Call to Order:** Susan Shook 3:30 pm
2. **Approval of Agenda:** Motion to approve agenda: Louis Washington; seconded: Eileen Farrell; voice vote: all in favor. Motion carried.
3. **Public Input:** None
4. **Approval of January 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: Bob Farrell; voice vote: all in favor. Motion carried.
6. **Executive Director's Report:** Report on file. Discussion included request that board members attend tutor orientation and tutor talks whenever possible (dates are on BCLC website calendar) and revised format for reporting volunteer hours required by new software. Reported hours should specify date; specific volunteer duties performed, including if for a specific event; and associated mileage in addition to number of hours for each date.
7. **Old Business:**
 - Executive director's report on financials from 2017 fundraisers is pending.
 - Updates for 2018 scheduled and planned fundraising events presented as follows:
 - Spelling Bee and silent auction May 22: Meeting with volunteers and for distribution of solicitation assignments by location set for Feb. 28.
 - Golf Tournament and silent auction/lucky draw at Carolina National Sept. 22: Louis Washington and Rick Jennings reported that foursome recruitment and hole sponsor and other contributor solicitations are under way. Golf tournament solicitations will be included with Spelling Bee solicitations.
 - JoAnne Matthews will attend Spelling Bee and Golf Tournament and will take photographs.
 - \$50/ticket cash raffle at golf tournament: Bob Farrell reported ticket printing is in process.
 - 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 (one day only this year) in late November.
 - Fundraising mailing: For discussion and consideration later in the year.
 - Other events TBD
8. **New Business:**
 - Board President Susan Shook reported resignation of board member Gary Staley and asked current members to bring forward names of potential board candidates to fill vacancies. In addition to new member Vyctorea Brogdon, Shook proposed Joanie Hoffman as a board member. Motion to approve new board members: Louis Washington; seconded: Eileen Farrell; voice vote: all in favor. New board members approved.
 - **Adjournment:** Motion to adjourn: Bob Farrell; seconded, Louis Washington; voice vote: all in favor. Motion carried. Adjourned at 5:15 pm.

Deanne Neuman, Secretary