

Brunswick County Literacy Council  
Board of Directors Meeting Minutes  
April 16, 2018

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

**Absent:** Vyctorea Brogden, Nita Hill, Marianne Iavarone

**Quorum present**

1. **Call to Order:** President Susan Shook 3:30 p.m.
2. **Approval of Agenda:** Motion to approve agenda: Eileen Farrell; seconded: Louis Washington; voice vote: all in favor. Motion carried.
3. **Public Input:** None
4. **Approval of March minutes:** Motion to approve minutes as corrected for raffle ticket price: Louis Washington; seconded: Bob Farrell; voice vote: all in favor. Motion carried. Minutes will be posted on BCLC website.
5. **May Board Meeting Cancelled:** Due to unavoidable planned member absences, a quorum would not be present; therefore the board will not meet in May.
6. **Treasurer's Report:** Report on file.
7. **Executive Director's Report:** Report on file.
8. **Old Business:**
  - Executive director's preliminary financial report from 2017 fundraisers reviewed.
  - Updates for 2018 scheduled and planned fundraising events presented as follows:
    - Ticket sales for Belk Charity Sale are \$301 to date, and BCLC is scheduled at least once more to sell presale tickets at the store. Six to nine volunteers are needed to assist at the May 5 event from 6 a.m. to 10 a.m. to ensure BCLC's share of sale-day ticket proceeds.
    - Draft \$50 tickets and flyers for 50/50 cash raffle at golf tournament provided by Bob Farrell approved for printing. Maximum of 200 tickets will be sold.
    - 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. Five teams have signed up to participate and two more are pending. Close to 15 word sponsors have also signed up.
    - Golf Tournament and silent auction/lucky draw at Carolina National Sept. 22: Louis Washington reported that sponsorships continue coming in and are posted on BCLC website after sales are made and payment received with a copy to Executive Director.
    - Fall wine dinner: Venue to be determined. Live Oak Café in Southport is one possibility.
    - Silent auction of donated wreaths at South Brunswick-Oak Island Chamber of Commerce Christmas Gift Show: No updates; confirmation of late November Sunday date still pending. 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 members reviewed conflict of interest policy.
- Executive director Dot Hoerr reported on her March 20 meeting with United Way representatives in Wilmington, along with board members Susan Shook, Marianne Iavarone, Louis Washington, and Deanne Neuman, in support of the BCLC grant application.
- President Susan Shook noted that two or three new board members are needed and reminded current members to suggest names of any potential board candidates to fill those vacancies.
- Revitalization of BCLC advisory board remains an open agenda item.
- Expense and payment of possible background checks for tutors was discussed with a decision pending further information on vendors and cost.
- **Adjournment:** Motion to adjourn: Bob Farrell; seconded, Eileen Farrell; voice vote: all in favor. Motion carried. Adjourned at 5 p.m.

Deanne Neuman, Secretary