

Brunswick County Literacy Council
Board of Directors Meeting Minutes
June 24, 2019

Present: Bob Farrell, Eileen Farrell, Deanne Neuman, Susan Shook, Richard Skorny, Louis Washington, Karen Williams,

Absent: Joanie Hoffman

Quorum Present

1. **Call to Order:** Meeting called to order by President Louis Washington at 3:30 p.m.
2. **Approval of Agenda:** Motion to approve agenda: Deanne Neuman; seconded: Susan Shook; voice vote: all in favor. Motion carried.
3. **Public Input:** None
4. **Approval of May and April Minutes:** Motion to approve May minutes: Louis Washington; seconded: Eileen Farrell; voice vote: all in favor. Motion carried. Motion to approve revised April minutes: Susan Shook; seconded: Eileen Farrell; voice vote: all in favor. Minutes will be posted on BCLC website.
5. **Treasurer's Report:** Balance sheet as of May 31 on file. Discussion and approval deferred until next meeting Treasurer is able to attend.
6. **Executive Director's Report:** Report on file. Highlights: (1) Current student and tutor numbers, including Brunswick County Detention Center, Brunswick Christian Recovery Center, and ESL programs. (2) Status of donations and grant applications pending and results to date, including BCLC request for \$15,000 from United Way of Cape Fear. (3) Scheduling in process for next NC Works-BCLC meeting on joint efforts to develop and administer a workshop for Brunswick County. Goal is to increase coordination among federal workforce development and related programs as set out in the federal Workforce Innovation and Opportunity Act (WIOA). (4) West Brunswick High School is partnering with BCLC, Shallotte Kiwanis, and Brunswick Family Assistance to launch a financial literacy program for 11th grade students during 2019-2020 school year. The program of 45-minute classes once a week will meet a new state requirement. (5) The one-time partial allocation of funds to BCLC and 11 other literacy providers not funded by the North Carolina Community Colleges System in FY2018-2019 ends as of June 30, 2019, as will access to NCCCS's LACES data management program as of July 31. BCLC uses LACES for student assessment and for managing all student and tutor data. Executive Director is investigating continued access by separate contract as well as any other options available.
7. **Old Business:**
 - Fundraisers update as follows:
 - **Golf Tournament Saturday, September 21:** Tickets are in for the drawing for two \$300 Carolina National Golf Club gift certificates at the tournament. Only 600 tickets will be sold at \$10 each. Currently have 3 Silver sponsors, 2 lunch sponsors, and 13 hole sponsors.
 - **Belk Charity Days:** Final accounting of earnings needed.

- **Spelling Bee and Silent Auction, Tuesday, May 21:** \$7,067.00 total revenue as of June 24. One team has not yet paid and a few more auction items remain to be picked up and paid for.
 - **Butcher of Brunswick/Makai Beer Brewing Company:** Date for possible Beer & Brats fall fundraiser more likely to be November than October.
 - **Giving Tuesday, December 3:** Plan remains to schedule information session for board members on publicizing BCLC participation, possibly at September board meeting.
 - **News Releases/Publicity/Newsletter:** Deanne Neuman provided recent coverage clips. She will contact new Facebook content volunteer Ellen Lehrer about meeting with her and Karen Williams on expanding and improving BCLC's social media presence.
8. **New Business:**
- **BCLC Bank Accounts:** Discussion of the need to give additional board members access to the BCLC bank account led to consideration of moving account to a different institution. Recent problems with inaccurate statement address and account holder name at South Bank, desire for lower or no bank fees, and more convenient location add to the importance of exploring other options. Susan Shook will get information on CrestCom accounts and Deanne Neuman on possible credit union membership and report their findings to the board.
 - **Ad Buys:** Executive Director asked board if there is a general policy about paid advertisements. Consensus was that in most cases, such ads have minimal, if any, value for BCLC; any possible exceptions would be approved on a case-by-case basis.
9. **Adjournment:** Motion to adjourn: Bob Farrell; seconded, Eileen Farrell; voice vote: all in favor. Motion carried. Adjourned at 5:25 p.m.

Deanne Neuman, Secretary