

Brunswick County Literacy Council  
Board of Directors Meeting Minutes  
July 15, 2019

**Present:** Bob Farrell, Eileen Farrell, Joanie Hoffman, Deanne Neuman, Susan Shook, Richard Skorny, Louis Washington,

**Absent:** Karen Williams

**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: Susan Shook; seconded: Bob Farrell; voice vote: all in favor. Motion carried.
3. **Public Input:** None
4. **Approval of June Minutes:** Motion to approve minutes: Susan Shook; seconded: Eileen Farrell; voice vote: all in favor. Motion carried. Minutes will be posted on BCLC website.
5. **Treasurer's Report:** Financial statements on file. Motion to approve: Susan Shook; seconded: Deanne Neuman; vote: all in favor. Motion carried. Treasurer will present a budget-to-actual cumulative report for review at next meeting.
6. **Executive Director's Report:** Report on file. Highlights: (1) Current student and tutor numbers and HITEST (GED) results, including Brunswick County Detention Center, Brunswick Christian Recovery Center, and ESL /citizenship preparation classes. (2) Status of donations and grant applications pending and results to date. (3) No updates on Brunswick County Life Skills Class in development with NC Works; Executive Director will follow up. (4) Executive Director and Program Coordinator are reviewing modules and preparing instructor outlines for September launch of financial literacy program at West Brunswick High School. (5) BCLC eligibility to use LACES student and tutor data management program at no cost terminates July 31 due to last year's loss of NCCCS-administered federal funding. Executive Director presented cost to continue access to LACES by separate contract and feasibility of any other options available at this time. Motion to approve contract with LACES to extend BCLC access through July 2020 and to examine other options in the interim: Susan Shook; seconded: Eileen Farrell; voice vote: Motion carried with 6 votes in favor and 1 against.
7. **Old Business:**  
Fundraisers update as follows:
  - **Golf Tournament Saturday, September 21:** Numbers of event and hole sponsors and registered players continue to grow. Tickets for the drawing for two \$300 Carolina National Golf Club gift certificates at the tournament are available for sale. Only 600 tickets will be sold at \$10 each.
  - **Belk Charity Days, Saturday, August 24:** BCLC was allotted two time slots for ticket sales by volunteers outside Belk: Monday, Aug. 19 from noon to 2 p.m. and Thursday, Aug. 22 from noon to 2 p.m.

Volunteers are also needed in the store the day of the sale in order for BCLC to qualify for our share of the pool of additional proceeds. We have 100 tickets to sell at \$5 each.

- **Spelling Bee and Silent Auction, Tuesday, May 21:** Proceeds of \$7,903.00 to date from team, round, word, and mini-Bee sponsors; Silent Auction sales, and general donations.
  - **Butcher of Brunswick/Makai Beer Brewing Company:** No updates.
  - **Giving Tuesday, December 3:** No updates.
  - **Leland Activities:** Joanie Hoffman reported that plans for the September 28 Health Expo will be discussed at the next Services Coordinating Council meeting August 1. If she is unable to attend, another board member should be there to obtain information regarding BCLC participation.
- **News Releases/Publicity/Newsletter:** Deanne Neuman reported that as soon as schedules permit, she, Karen Williams, and Facebook volunteer Ellen Lehrer will meet to plan and coordinate BCLC's presence and message on social media and existing communication channels. Goal is to expand community awareness of and support for literacy programs. Two recent examples of publicity that raised awareness of the council and our literacy programs were a prominent profile of Board President Louis Washington in *South Brunswick Magazine* and a front-page story in the *Brunswick Beacon* recounting how the Literacy Council helps ESL students prepare for citizenship.
8. **New Business:**
- **BCLC Bank Account:** Joanie Hoffman relayed information she obtained about services available, cost, and restrictions, if any, on the BCLC account currently with South Bank, and Susan Shook and Deanne Neuman reported on their investigation of possible alternative financial institutions. Based on discussion at last month's meeting of the need for multiple board members' access to the BCLC account and the possibility of lower fees than currently paid, that investigation showed there would be no benefit to move BCLC account. Motion to confirm that BCLC representatives who currently have authorized signatures and access to the Brunswick Council Literacy Council account at South Bank are Dot Hoerr, Louis Washington, Susan Shook, Joanie Hoffman, and Marianne Iavarone: Susan Shook; seconded: Eileen Farrell; voice vote: all in favor. Motion carried.
  - **Ad Buys:** The Golf Tournament flyer will be used for the in-kind ad to run in the State Port Pilot.
9. **Adjournment:** Motion to adjourn: Susan Shook; seconded: Bob Farrell; voice vote: all in favor. Motion carried. Adjourned at 5:20 p.m.

Deanne Neuman, Secretary