

Literacy Council of Scioto County
Minutes
Board of Trustees Meeting
November 27, 2007

Attendees:

Trustees: Kay Bouyack, Lynn Counts, Hilda Drake, Angie Holmes, Tess Midkiff, Barb Nourse, Jennifer Schackart, Paige Williams, Debra Knutson
Director: Susan McComas

Trustees Not in Attendance:

Mike Gampp, Betsy Fannin, Jim Wayne

The November 2007 meeting of the Board of Directors of the Literacy Council of Scioto County was held in the Clark Memorial Library. The meeting was brought to order at 4:00 by President Hilda Drake.

Secretary's Report

Debra Knutson distributed the minutes from the October meeting. Tess Midkiff moved to approve the minutes. Hilda Drake seconded. Minutes were approved unanimously.

Treasurer's Report

In the absence of Treasurer Jim Wayne, Susan McComas distributed a spreadsheet that itemized the expenses from the last month. The current balance in the treasury is \$18,962.88. Kay Bouyack moved to approve the Treasurer's Report. Midkiff seconded. Motion passed unanimously.

Old Business

Copies of the needs assessment were distributed to attendees. When comparing the needs assessment to the original proposal for that assessment, the Board noted that certain components are missing from the report. Because the Scioto Foundation will be paying for the needs assessment and because Kim Cutlip, Executive Director of the Scioto Foundation, had contracted for the needs assessment on the Board's behalf, the Board decided that we should request a meeting with Cutlip before the Foundation pays for the needs assessment. Although the Board is hesitant to impinge on Cutlip's time—she and the Foundation have already been most generous and helpful—we feel a meeting is necessary as Cutlip may wish to request that OSU Extension Services expand the report before authorizing payment.

New Business

Director's Report. McComas noted that in the past month, she has:

Served lunch at SOMC's Holly Days benefit.

Attended PALS.

Attended Rotary.

Updated the LCSC website.

Distributed the November newsletter.

Attended a Pro-Literacy America training in Huntington; she is now a certified adult tutor.

Drafted a proposal for social marketing which Bouyack and Drake have reviewed.

Applied for Wal-Mart and Time Warner grants.

Spoken to Wayne Allen of the *Community Common* about an article on family reading tips. The *Community Common* recently published an article about LCSC and McComas is hopeful that he will publicize our efforts again.

Given the memorandum of understanding to SSU President Rita Rice Morris.

McComas also gave the Board an update on the progress being made toward offering an adult tutoring program through Portsmouth Metropolitan Housing Authority.

Election of Officers and Trustees. Barb Nourse reminded the Board that at the October meeting, the Nominating Committee had presented the following slate of officers for 2008:

Jennifer Schackart, President

Paige Williams, Vice President

Debra Knutson, Secretary

Jim Wayne, Treasurer

Furthermore, the Committee had recommended that Mike Gampp and Angie Holmes be named to fill the two vacancies on the Board.

Midkiff moved that the Board vote to approve all of the Committee's nominations. Bouyack seconded. Motion approved unanimously.

Meeting adjourned at 5:15.

The next meeting will be Tuesday, January 22, 2008, at 4:00 in the Clark Memorial Library.

Respectfully submitted,
Debra S. Knutson, LCSC Secretary