

RCLC Mission Statement

To help create an improved community in which reading, writing, speaking, listening, and thinking serve as a foundation for life-long learning in Rogers County through tutoring. The personal literacy goal of each learner is considered and integrated in tutoring goals.

Rogers County Literacy Council

May 2022

Board Meeting Agenda

Physical Location Will Rogers Library, Claremore OK 74017 April 11, 2022, 6:30 pm

OPEN Meeting on Zoom Meeting ID: 7504 278 2553 Passcode: r1MHQx

1. President: Call meeting to order. Welcome and introduce any new guest
2. Secretary: Roll call – (note to minutes Mike Gardner is on a leave of absence, he has sent a written notice to that effect/)
3. Secretary: Meeting minutes of April meeting Discuss/Action
Motion to accept the meeting minutes as presented (or with noted correction.)
4. Treasurers report. RCB 1 & 2 Balances as at 04/30/2022 enter to the minute. Review hard copy P&L and balance sheet. Treasurer will present the initial budget for FY 2023.(beginning June 1, 2022) Discuss/Action
Motion to accept the Financial Year 2023 Budget.
5. **Adriane: Board Standards of Operation**
ED annual review complete 5/5/2022
Mission statement, Policy and Procedure document were reviewed in detail in 2021. (Available at rocoread.org for review under documents tab) There are no changes anticipated this year, therefore:
Motion to accept the Mission statement, Policy and Procedure document and Bylaws as currently written for FY 2023.

Set a date for the next board hosted learner and tutor recognition event (ED suggests return of the Literacy Chill Supper - if hosted at the library it has to be a Saturday daytime event or a Monday or Tuesday evening.) Assign one board member responsibility to act as liaison with ED and coordinate. Discuss/action

Present the Short-term Plan (sent via email with agenda to board members. Discuss/action
Long -term Plan – place a note on the June agenda for discussion..
Motion to accept the plan as written (or with noted changes.)
6. Adriane: President remarks – including topic Strengthening the Board, and reminder to participate in continuing education objective for 2021 by responding to all board members via email thread (started by Edel) sharing their choice of literacy (or personal development) podcast or You Tube video.
7. **Note to minutes:** No ED report, ED on sick leave until May 16.
Edel asked members to check out the new core values decal in the office.
8. Any New Business - unforeseen topic that may have arisen after this agenda was distributed.

Adjourn meeting.

This meeting agenda is sent via email to the Rogers County Clerk, Jeanne Heidlage jheidlage@rogerscounty.org and RCLC board members. The Executive Director and Board have agreed to digital meeting during the pandemic.