

# CLC Board Meeting — October 28, 2003

**Present:** Heidi Fletcher, John Tucker, Kosta Dussias, Julie Danna, Linda Bergeman, and Darlene Fink

**Absent:** Linda Bergeman (attending a Reading Association seminar in Hershey, PA)

**Attendees:** Pat Hunt, and Mark Toci, Barbara Bliss, Beth Shirey, Elisabeth Tucker (Recording Secretary)

The meeting was called to order at 7:10 P.M.

**Announcements:** None.

Review of Minutes: The minutes for the September 22, 2003 and October 23 special meeting were read. John Tucker motioned for approval. Julie Danna seconded. The minutes were approved.

**Old Business:**

## COMMITTEE REPORTS

**Facilities Committee:** No update.

**Finance Committee:** Kosta Dussias reported on the CLC school financial audit. Copies of the preliminary draft were distributed to the Board members for review. Frerrenti and Randolph approved the financial records.

**Volunteer Committee:** Julie is checking into what clearances are needed for school volunteers. Pat Hunt suggested that a Volunteer 101 packet be made for volunteers so that all volunteers will have the same clearances and knowledge of operating procedures. The RSVP group has its own clearance and operating procedures for interns.

**Library Committee:** In lieu of the Committee report, a discussion regarding different ways to get books for CLC ensued. Mark Toci would like to get classroom sets, such as *Catcher in the Rye*, for the classrooms. Mark will check with the other teachers to see what titles they would like.

Pat Hunt is researching different grants to purchase books.

A "Books in Honor of..." donation will also be explored.

**Fund Raising Committee:** Linda Bergeman has Linda Feltman working on the Box Tops fund raising and is investigating a Krispy Kremes sale.

**Governance Committee:** The By-Law amendments are completed. Suggest a review by an attorney, but they are ready for review by the Board for acceptance.

The By-Laws were reviewed by the Board. John Tucker made a motion to accept the amended By-Laws as written. Kosta Dussias seconded. The motion passed unanimously.

Communications Committee: No updates. Beth Shirey volunteered to coordinate the creation of a phone tree for CLC.

Nominating Committee: No one was assigned to this committee at this time. John Tucker reported that two letters had been received for consideration for nomination to the CLC School Board. These were from Barbara Bliss and Elizabeth Shirey.

Donna Fischer has sent home information to parents of her students, via Friday folders, listing the positions available on the CLC School Board and noting anyone interested should forward their letter of intent and a biographical sketch to John Tucker care of CLC.

The current open seats are for two parent/family representatives, two community representatives, and one adult student advocate representative.

Donna asked if someone could provide a format/outline for the biographical sketch for parents who may be interested. Beth Shirey volunteered.

John Tucker will review permit requirements for a permanent school sign. The sign will be for the front of the school. There has been \$700.00 raised for this sign.

#### **New Business**

Beth Shirey noted a need for a parent/teacher/student association. Beth Shirey and Darlene Fink will research the feasibility and report back to the Board.

As there was no other business presented before the Board, Julie Danna motioned for adjournment of the meeting. John Tucker seconded the motion. The meeting was adjourned.