

TUTORS FOR KIDS
Minutes
Board of Directors' Meeting
Sea Breeze Rec Center
March 22, 2018

1. Call to Order - The meeting was called to order at 3:10 p.m. by Frank Russo, with eleven members attending in person: Hank Leavitt, Lynn Leavitt, Jack Graham, Bob Navarre, Eileen Honohan, Rhonda Casey, Sharon Pearson, Shirley Potts, Carolyn Ruhe, Frank Russo, and our strategic process leader, Peter Moeller. Not able to attend: Sharon Pierce, Glen Moyer, Loyola Garcia (leave of absence).
2. Reports - The following reports were approved as 'consent agenda': minutes of February 21, 2018, meeting, and cash report. Bob moved approval, Rhonda seconded. The motion to accept was approved unanimously in a voice vote.
3. Strengthening the Role of the STC – Eileen and Rhonda reported about the STC meeting that was held on March 13 at St. Timothy's. Feedback included:
 - Removing the book involvement was a big help
 - Frustration from the STC about tracking new tutor application approval with their school volunteer coordinators
 - Time commitment – late summer/early fall = peak but usually they spent 4-5 hours per week
 - Recruiting STCs – personal invitations seem to be the best – and clarification of “what is expected of the STCs
 - Need to print reports from the database
 - The importance of meeting with the school's grade level chair – and attending a teachers' meeting

This feedback will be used to look at the STC training – and to respond to their concerns.

4. Meeting with Principals and Volunteer Coordinators – In an effort to improve our relationship with our schools and their volunteer coordinators, the STC team suggested that each board member “adopt” a school and become an advocate for that schools. The board member would then set up a meeting with the principal and the volunteer coordinator and invite at least one STC to attend with him/her. It is important that the school staff needs to know who the STCs are and what we do and how to get tutors assigned. . .in addition, to reinforce to them that we tutor and give books. If we can help the volunteer coordinator look better, it looks good for the principal. Schools/board members:

Belleview – Sharon Pearson
Leesburg – Jack Graham and Frank Russo
Beverly Shores – Bob Navarre
Fruitland Park – Eileen Honohan
Wildwood – Lynn and Hank Leavitt
Villages – Shirley Potts
Stanton Weirsdale – Glen Moyer
Harbour View – Rhonda Casey
Belleview Santos – Linda Deeken

Carolyn will send an updated list of principals and volunteer coordinators to the board – Eileen will draft some talking points for board members to use. Targeting for these meetings to happen during April.

5. Future Chair of the Board – Following the discussion at the February meeting about who would step up to be chair, Frank announced that Eileen has offered to become interim chair starting May 1 for one year. And she gave her phone number for someone to offer to serve as vice chair. Thank you!! Frank will become Chair Emeritus.
6. United Way Campaign – Carolyn announced that our contact with United Way of Lake and Sumter Counties requires us to have a “campaign” during which UW reviews their role and program and solicits donations. Since we do not have employees, we have suggested that this campaign occur during our September “kick-off” meeting. The board approved this approach.
7. Moving Forward – Next Steps: Frank will invite Linda Deeken and Mary Kashner to join the board. We need to look at the existing bylaws (Carolyn will send copies to everyone). Bob suggested that we think about giving all new tutors the name badge made by Custom Apparel (he will investigate if we can get a reduced price for a bulk order).
8. Next Meeting – April 30. Location to be determined by Peter.
9. Adjourn – 4:40 p.m.