

Region 1 CLC Meeting Minutes

Thursday, September 15, 2005

7:00 PM – 8:00 PM

Winchester Public Library, Lexington

Facilitator: Anna Buxton

Attendees:

Christine Ellersick – Staff

Marlana Patton – Staff

Diane DeBono

Rosemary O'Brien

Johanna Hamill

Stephen Baldi

Handouts:

Fall 2005 New Reader's Press catalog

Pronunciation tips

Verizon bookmark

Card with CLC Web site info

Introduction

Anna Buxton opened the meeting with an introduction of participants and set expectations for the goal of the meeting—to begin shaping what the CLC will be.

Christine Ellersick offered a quick overview of EMLC's strategic planning process, which was the genesis for the Community Literacy Council (CLC) idea.

Marlana Patton followed with an introduction to the community literacy council idea, a review of handouts, and a plug for the new CLC pages on the EMLC Web site:

<http://www.emlc.org/clc/clc.htm>.

How can we help each other?

The first major topic of discussion was how members of the group can be a resource for each other during group meetings. Group members suggested the following an answer to that question:

- Guest speakers on teaching strategies.
- Experienced tutors take up a subject they are comfortable with.
- New tutors offer their reflections and fresh ideas.
- Learners talk about their experiences.
- Discuss boundary setting as a group.

How can EMLC help?

The second topic of discussion was how EMLC can support the group and support volunteers on an ongoing basis. Group members suggested the following:

- Some copying in the office
- Find a grant for copying resources
- Put copying expenses in the EMLC budget

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- Make connections with local businesses to find paper
- Come to the meetings periodically.

Future meeting topics:

The next subject of discussion was future meeting topics—subjects that members would like to discuss when they come together to ensure that future meetings are informationally useful.

Attendees suggested the following:

- Materials other people are using and why
- How to recruit more volunteers
- Bringing students periodically for conversation practice
- Games night that would include students.
- Having Liz Sayer as a guest speaker (she does not know this yet)

During this discussion, it was agreed that Marlana would register all participants for the EMLC list serve.

Future meetings:

The next meeting will occur in the Winchester Public Library, given its convenience to those that attended this meeting.

Frequency: Some suggested meeting every 6 weeks or every other month.

Time of day: In an attempt to increase attendance, the next meeting will be a morning meeting. Wednesday at 10:00 was offered as a time that most could make.

The group will discuss the next date via email (Anna will call Rosemary O'Brien to discuss by phone), and Marlana will send it out to the group and to the larger area once it is scheduled.

Additionally, the group wanted a list of attendees with contact info.

It was noted that participants should be encouraged to come even if they can't make it every time. A schedule of meetings and topics should be published in advance so that potential attendees could plan on attending meetings with discussions of the greatest use to them.

Follow-up

The following immediate actions came out of this meeting:

- Minutes will be typed up and distributed to meeting attendees (staff)
- Attendee contact info will be distributed to other attendees. (staff)
- Minutes will be available for download from the Region 1 CLC Web page (<http://www.emlc.org/clc/Region1.htm>) (staff)
- A link to the EMLC listserv will be made available from all CLC pages. (staff)
- All attendees will be registered for the EMLC listserv. (staff)
- Anna Buxton will contact group members to discuss the scheduling of the next meeting. (Anna)
- The next meeting will be publicized to the entire Region 1 area once the date is firm. (staff)



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