

Dear LVKC Family,

Literacy Volunteers of Kent County has been fighting illiteracy “one person at a time” since 1980. In these 40+ years countless students have improved their lives by meeting with a trained tutor to work on their personally chosen individual goals. Tutors have found great satisfaction and many friendships have been formed.

At this time, LVKC has tutor/student pairs meeting, assessors helping these pairs determine their progress, a tutor training planned for March, and *Let’s Talk*, our small conversation group, meeting weekly in East Greenwich. A huge thank you to all our volunteers that make these activities possible.

LVKC has two wonderful part-time staff members. Jessica Lam-Haughton is our Program Director and Robin Leroux is our long-time office assistant. None of this work would be possible without their hard work and dedication.

And, of course, another huge thank you to all who contribute financially to our organization. Between grants that we obtain, the in-kind contribution of the Coventry Public Library, and your generosity we can continue our gratifying and worthwhile work.

As you can see, LVKC is thriving! But...we do have one need, that being individuals to serve on LVKC’s Board of Directors. As a 501C3 organization we need to have a functioning board and it is this non-profit status that allows us to apply for and receive grant funding.

Our Board meets approximately six times a year (every other month) either in-person when possible or virtually. We are looking for help in the following areas:

Social Media: someone to work in collaboration with the LVKC office to keep our social media accounts active and up-to-date.

Activities Coordinator: someone to coordinate special occasions such as a tutor/student recognition event and to make sure there are refreshments for ongoing activities like tutor trainings and in-services.

Secretary: someone to take accurate and timely minutes of Board meetings.

Treasurer: someone to make deposits, pay invoices, make reports to the Board meetings and other financial duties as needed.

Grant Writer: someone to help Board members find and apply for grant monies.

While the Secretary and Treasurer do need to be Board positions, the other positions could be accomplished without actual Board membership. If you, or someone you know, could help us fill these positions please contact Jessica at the LVKC office at 822-9103 or email at lvkc@coventrylibrary.org.

Thank you for your consideration.

Sincerely,

Lynn Blanchette

LVKC President