

Early Childhood Literacy Coalition
Tuesday, November 19, 2013
East Lansing Public Library

AGENDA

Present: Karen Black, Clinton Great Start; MC Rothhorn, Ingham Great Start; Becky LeBoeuf, Delta Township District Library; Mindy Schafer, DeWitt District Library; Beany Tomber, WKAR; Jennifer Otto, Lansing RIF/Lansing School District; Wendy Moncada, Ingham Great Start; Mary Jo Gallagher, East Lansing Public Library; Thais Rousseau, Capital Area District Library; Ronda Rucker, Eaton Great Start

- I. Welcome & Introductions
- II. Additions to the agenda
- III. Review October 2013 Minutes
- IV. Ingham Great Start review – Wendy Moncada announced that Emily Baker has taken a teaching position. Her replacement has not been hired.
- V. 2014 Literacy event planning
 - a. Characters contracts
 - b. Character sign-up form for literacy weeks—Ronda distributed copies of the request form and asked that all requests be turned in by November 30 for priority consideration, but no later than December 15. Characters for the day of the event were assigned to agencies. DTDL will provide character posters for the day of the event.
 - i. Froggy—Great Start
 - ii. Library Mouse—Libraries
 - iii. Ladybug Girl—Libraries
 - iv. Splat the Cat—Lansing Schools
 - v. Curious George—WKAR/Head Start
 - c. Performers
 - i. Discussion focused on possible performers, including Tim the Music Man, Ozay Moore and the Lansing Symphony. All agreed

that the Lansing Symphony was our best choice for this year. Thais will pursue an arrangement with them to provide a 30 minute performance/presentation from 1:45-2:15. Thais will also make arrangements through Mark Buzzita to have the necessary sound equipment on the main stage.

- ii. Jennifer will arrange for a group of storytellers from the Lansing area to perform from 1:00-1:45 and 2:15-3:00. Mindy will provide a portable sound system with microphone for the storytellers to use.
- iii. Wendy Moncada has agreed to arrange for a local musician to lead the closing. It will begin with a few songs at 3:15 and culminate with a parade of kids and characters at 3:30.
- iv. Funding/In-Kind—Ingham Great Start has 200 picture books to distribute in the goody bags at the event.
- d. Tool Kit—Karen will once again create a Tool Kit based on this year's characters
- e. Literacy weeks brochure—Karen will design the brochure using the same double-sided format as last year.

VI. Agency Share

- a. Becky LeBoeuf/Delta Township District Library—Becky shared the library's bi-monthly and informational brochure. She also talked about the variety of services the library provides and how the library is funded.

VII. Agenda Items for next meeting

- a. Agency Share—Ingham Great Start (December)/East Lansing Public Library (January)
- b. Volunteers for the event
- c. Promotion
- d. Updated booklist from MC

VIII. Adjournment