

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

of the

ADULT LEARNING PROGRAM, INC.

25 August 2016

The Meeting of the Adult Learning Program, Inc. was called to order by Bob LaPorte, Co-chairperson, at one o'clock. There were present: Ann Winship, Tobie Katz, Shirley Morrison, Bob Ellis, Bob Hewey, Dan Heuer, Agnes Pier, Bertina Williams and Tess Dudek and Tiffany Smith, guests.

The Minutes of the Meeting of 23 June 2016 were approved.

Bob LaPorte reported that he had contacted the office of Hartford Mayor Luke Bronin to invite the Mayor to speak at the Spring Preview Meeting and he was waiting for the scheduler to return his call. He also suggested a speaker on oral history or Oz Kriebel from the Hartford Business Association. He opined that the Annual Meeting speaker could possibly be the new President of Trinity College.

Bob Hewey reported that there was little activity over the summer in our financial accounts and he noted the new categories for expenditures. ALP is not yet being charged for Quicken.

A resume of our financial history with Storrs was offered by the Coordinator and it was agreed that further inquiries regarding some charges would not be made at the present. Permission was extended to staff for the purchase of a metal bookcase for the DVDs housed in the office.

Bill Ellis reported that the website was up to date and that the Preview Meeting was also on the site.

Although there were parking directions on the ALP-Horn, there will also be signage for parking at the synagogue. One hundred additional ALP-Horns will be delivered to Seabury.

Shirley reported for the Communication Committee that there are two health fairs scheduled – Bloomfield on 26 September and Windsor on 6 October. Members of the Committee will man the tables and articles will be submitted to the Hartford *Courant* and the Bloomfield papers.

Agnes Pier, Co-person for the Curriculum Committee, reported that two courses had to be adjusted: Selma and the Play's the Thing because of Rosh Hashanah. The former will be held 17 October in the morning and the Play will begin a week early and omit the holiday. Handouts to this effect will be available at the Preview Meeting. This information will be included in the

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registration confirmations. The responsibility for Access is now the responsibility of the Curriculum Committee.

Regarding the ad for a technical person for Access, there have been two responses and one individual, Joe Walden has spoken with Noreen Channels. It was felt by Agnes and Noreen that the best arrangement would be to offer a stipend plus an hourly rate. It was estimated that technical time for database issues would average two to five hours a month. At the end of the term when courses have to be transferred and new courses entered, more time would be needed. A motion was properly made and seconded to authorize up to \$3,000. for technical assistance for Access to trouble shoot and for updating the system. The motion was approved.

Bob Ellis volunteered to see John Waveris in the event John would be aware of a likely candidate for the service. Agnes reminded everyone that the October meeting of the Curriculum Committee would be on Friday, 14 October and she noted that the Committee is already planning the Spring 2017 curriculum.

Dan Heuer, the Co-chairperson of the Membership Committee, reported that all was prepared for the Preview Meeting and a parking space was reserved for him at the front of the building. Volunteers have been assigned tasks and the shuttle will run from eight-thirty o'clock. Seabury will speak in explanation of the parking issue and Seabury will also have a table for questions.

It was suggested that the registration form provide a place for the membership fee waiver for Board and Presenters. Dan also reminded all that the Social is scheduled for 1 November. He indicated that volunteers to call New Members would be assigned at the next Membership Committee Meeting.

There was no Old Business

The first item under New Business was the question of Duncaster residents attending the course presented by Jim Yaeger on 'Heroes and Legends' as a one off goodwill and publicity gesture. A motion was properly made and seconded to welcome Duncaster residents to attend the Heroes and Legends course for the fall 2016 semester as a one-time offering. The motion was approved with one opposing vote.

Members discussed the possibility of establishing a Facebook account. The advantages of sharing information and photos, good public relations, projecting of an active image, linking it to the website were all cited. Tess Dudek was invited to attend the next meeting of the Board to contribute to the discussion of the issue. It was properly moved and seconded to table the discussion until the October meeting.

The Meeting was adjourned at two-thirty o'clock.

A True Record,