

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

of the

ADULT LEARNING PROGRAM

26 January 2017

The Meeting of the Board of Directors was opened by Bob LaPorte at one o'clock, 26 January 2017. There were present: Phil Will, Jim Yaeger, Bob Ellis, Libbie Merrow, Agnes Pier, Bob Hewey, Ann Winship, Shirley Morrison, Dan Heuer, Tobie Katz, Bertina Williams.

With a spelling correction, the Minutes of the Meeting of 16 November 2016 were approved.

Bob Hewey, the Treasurer indicated that we have realized 63% of our income but had spent only 43% showing a running surplus. It was noted that Office Supplies were in the red and it was explained that ALP had had to send out another round of Survey materials with a cost of something over \$125.00. The stipends line covers all the stipends for those not members for the spring 2017 semester.

Bob showed that the UConn account is now on our balance sheet and it was agreed by all present that another CD should be opened in the amount of \$10,000. The member Presenter waivers will continue to appear in the Coordinator's report. Bob told those present that he had produced a 1099 form for staff.

The questions of Direct Mail and newspaper stickers was discussed and it was agreed that the Communications/Publicity Committee would pursue those possibilities for expanding membership.

Bob Ellis, Webmaster, announced that Donna Cote would be assuming the Web responsibilities and he, Bob, would move to be editor of the ALP-Horn. The Home Page of the Website has been changed and there were 126 first time visitors to the site. He is also creating Documentation for a Web Manual.

Jim Yaeger, ALP-Horn editor, explained that he was already working on the Spring issue of the ALP-Horn and that he will send out reminders to the Committees for materials for this Annual Meeting issue.

1/26/2017

Shirley Morrison and Tobie Katz, Co-chairpersons of Communications indicated that the banner would be ready for the Fall Health Fairs and that they would talk to Tess at Seabury regarding the possibility of establishing a Facebook page for ALP.

For the Curriculum Committee, Agnes Pier told those present that there had been interviews with a tech consultant for the Access program and that John Waveris had been chosen. The agreement is for him to receive \$625.00 per quarter for up to fifteen hours. Time in excess of fifteen hours will be billed at \$35.00 per hour. February first will be his start date and the first quarter will be pro-rated accordingly. John will send invoices for the respective quarters and will track his time.

It was properly moved and seconded to employ with contract John Waveris as the tech support for the Access program. The motion was approved.

Dan Heuer for the Membership Committee indicated that the Social was a success. He also mentioned that the Pre-view Meeting had about eighty in attendance. The tech people at Seabury need to have the speakers' materials several days in advance of the meetings and the Co-chairpersons will be responsible for that.

Karen Devassy is following for a speaker for the Fall Preview and Bob LaPorte is still seeking someone to address the Annual Meeting.

The concept of including biographies of Board retirees in the ALP-Horn was addressed as was the possibility of including biographies new Board members also.

Under Old Business, it was agreed that the ALP logo should appear on all the organization's communications.

There being no further business, the meeting was adjourned at two forty-five o'clock.

A True Record,



Bertina Williams
Secretary