

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

of the

ADULT LEARNING PROGRAM, INC.

22 August 2019

The Meeting of the Board of Directors of the Adult Learning Program was called to order at one o'clock by Jack Gregory. There were present: Errol Matzke, Donna Cote, Phil Will, Toby Katz, Kim Hunt, Louise Fisher, Bob Ellis, Ann Winship, Bertina Williams and guests Agnes Pier, Bob LaPorte, Dan Heuer, Tiffany Smith. There were absent Marilyn Stockton, Maura Nemirow and Libbie Merrow.

Tiffany introduced Molly as the new Events and Program Manager and proceeded to review parking arrangements for the Preview Meeting. It was agreed that both the synagogue and the parking at Seabury would be available for this meeting and the issue would be reviewed. The use of personal large thermos containers for meetings was addressed and Louise will announce the use of the eight ounce cups available only. There will also be gluten free food available.

Phil Will brought up the two issues: what to do with Google Drive and also the problem of finding a Facebook Manager. He felt that the Google program would be a good tool for multi-authors and good for sharing. He thought there might be an ALP course on Google Drive. Regarding the Facebook problem, he felt we should suspend activity at this time.

Jack notified the Board that the contract with UConn was due to expire in February 2020 and should be addressed immediately. He also felt a committee might be established to review the organization's By-laws, suggested that everyone read these and be ready to discuss modifications at the October meeting.

Errol noted that the format of the financial report was changed and that he would renew the CD at 2% for fourteen months. The Board agreed. He will also cancel the \$550. in stale honoraria checks that had never been cashed. Errol urged the Board to sign the Conflict of Interest form. It was also requested that the balance sheet be included in the financial reports.

The Social will be held on Thursday, 3 October. Notices will be sent out with registration packets and a mailing will be done to those already registered. There will also be flyers available at the Preview Meeting.

Donna reported that the website was up to date with the class changes.

The ALP-horn was mailed early and received in good time.

For the Communication Committee, Tobie reported that she had presented a program on ALP at the Prosser Library in Bloomfield and that she would be doing an expo in Bloomfield in October.

Agnes reported for the Curriculum Committee and indicated that the curriculum for spring 2020 will be initiated at the September meeting and that there were already many class options to be discussed.

For the Membership Committee, Ann announced that all was set for the Preview Committee.

New Business addressed the name change for the Membership Committee and it was properly moved and seconded to change the name of the Membership Committee to Events and Members Support Committee. The motion was approved as presented.

Ann Winship is continuing to search for a Seabury representative to the ALP Board.

Regarding the computer upgrade in the Seabury office, it was properly moved and seconded to upgrade the lap top according to the proposal as submitted by John Waiverais. The motion was approved by those present.

Addressing the issue of Hamilton Heights' membership in ALP, it was agreed that the contact should be via the staff of the Heights to ALP and they will be informed accordingly.

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

A True Record

Bertina Williams, Secretary