

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

of the

THE ADULT LEARNING PROGRAM, INC.

24 October 2019

The meeting of the Adult Learning Program, Inc. was called to order at one o'clock by Phil Will. There were present: Ann Winship, Errol Matzke, Kim Hunt, Libbie Merrow, Louise Fisher, Donna Cote, Tobie Katz, Jack Gregory, Bob Ellis, Marilyn Stockton and Bertina Williams.

The Minutes of the meeting of 22 August were approved as read.

The Treasurer indicated that ALP was doing well and income seems to be better than projected. He also introduced a system for registration that would also structure the organization's accounting. Phase One would involve establishing a system of registration using a credit card. This is estimated to cost about \$1,500. annually and the existing system could still be used for those not wishing to pay by credit cards.

The motion to approve this credit card phase, Phase I, was passed by those present.

The Webmaster reported that information was up to date and that the use of the web had increased from 159 to 223 users in August of the past years.

Bob indicated that the deadline for entries in the ALP-Horn is 19 November and he was looking for article topics.

For the Communication Committee, Toby reported that she had run two expos and thanked Kim, Shirley and Maura for their help. She also suggested that the ALP-Horns used for the Expos be printed on a different color to identify response.

Kim Hunt indicated that the Curriculum Committee had sixteen multi-session courses and thirteen single session courses and still has several courses to complete.

For the Event and Member Support Committee Louise felt the Social went well and that they were looking for a speaker for the January Preview Meeting. She also indicated the committee was putting together a list of potential speakers and asked for contributions.

A motion was properly made and seconded to accept Alice Cruikshank as the representative from Seabury.

Jack Gregory reported that he continues to be in contact with UConn and was told that renewing our relationship should not be a problem.

Regarding remuneration of Presenters, staff was instructed to write checks for this semester. Discussion of future Honoraria will be discussed after the agreement with UConn is complete.

It was agreed that the By-Law changes did not have to be agreed upon until the approach to the Annual Meeting in June but Phil asked for an ad hoc committee to work on possible changes. These members were Jack, Bob Ellis, Phil and Bertina Williams.

Phil indicated that he would develop a draft to formalize the requirements of Presenters and Libbie asked for volunteers to work on straightening the Seabury office.

There being no further business, the meeting was adjourned at three-fifteen o'clock.

A True Record,

Bertina Williams  
Secretary