

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

of the

ADULT LEARNING PROGRAM, INC.

21 November 2019

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

Jack welcomes Alice Cruikshank to the Board and reported on Phil's surgery.

The Minutes of the Meeting of 24 October 2019 were accepted as read.

For the Treasurer's report, Errol indicated that all was well and he suggested purchasing another \$10,000. CD for eight months. The insurance policies will be reviewed and if anyone would like a report it would be provided. A motion was properly made and seconded to accept the Treasurer's report. Members signed the Conflict of Interest document.

Errol reported that the credit card system was ready for use and could be implemented by Fall. He will send instructions for the test page and there was a suggestion to have a Power Point opportunity at the Preview Meeting. The new system will be announced at the Preview Meeting.

Bob Ellis reported that the ALP-Horn was ready for publication.

Donna reported that the website was up to date.

Louise Fisher announced that Will Wilkins will be the speaker for the Preview Meeting in January.

Tobie Katz brought in ALP-inscribed pens for everyone and indicated they would be passed out at Expos and Fairs as well as be available for Preview Meeting registration tables. She also expressed appreciation to Kim, Maura and Shirley for their help with the Expos.

Kim and Libbie reported that the curriculum was all set for spring.

Under Old Business, Jack indicated that discussion of honoraria and speaker guidelines will be delayed until after the By-Law changes have been made. He did hear from UConn and he has a new contract in hand and will discuss additions and deletions when they meet.

New Business included the request for new Board members' names in January and the request to read the By-Law report provided by Bob Ellis.

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

A True Record,

Bertina Williams

Secretary