

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE

of the

ADULT LEARNING PROGRAM

29 January 2020

The meeting of the Executive Committee Meeting of ALP was called to order by Phil Will at ten o'clock. There were present: Jack Gregory, Errol Matzke, Bob Ellis, Libbie Merrow, Bertina Williams and Ann Winship.

Ann reported that she and Bertina had met with Tiffany Smith at Seabury to see the office space for ALP and it was agreed that Seabury would move the office items, there would be a telephone in the space and that the potential dates for moving would be 17 or 18 February. The Committee agreed with the arrangements and Ann will facilitate the move. She also determined that she would confirm the possible dates for the fall Preview Meeting.

The rough copy of the By-Laws changes was edited for printing and it was agreed that the copy would be given to the Board for approval before it was sent to the membership in May. The copy should be finalized by the 27 February meeting and the plenary Board can incorporate any changes at that time. Bob will send out the red line and explanatory box form to the Board members.

In discussing the Binder issue, concern was voiced that someone could invade the site and could manage the material. Phil said that it would be a long term project to clear up the errors in the material and establish a dual system – Binder and Google.

Errol informed the group that ALP had three insurance policies: a liability policy for Duncaster and Seabury; a policy that covers members of the Board and a general liability policy. He indicated that the coverage was generous and we should add The McAuley. He had some question about field trips coverage.

The group met in Executive session to evaluate staff but any discussion was not reported.

The meeting was adjourned at eleven forty-five o'clock.

A True Report,

Bertina Williams
Secretary

