

MINUTES OF THE MEETING OF THE ALP BOARD OF DIRECTORS
ADULT LEARNING PROGRAM, INC.
23 APRIL 2020

The meeting was called to order by Jack Gregory at 1:05 p.m.

Members participated via Zoom

Present: Phil Will, Donna Cote, Agnes Pier, Libbie Merrow, Errol Matzke, Kim Hunt, Louise Fisher, Bob Ellis, Jack Gregory and Alice Cruikshank

ANNOUNCEMENTS:

No word from Seabury regarding changes in policies in response to COVID-19

MINUTES: of the meeting of 26 March were approved as presented.

TREASURER'S REPORT: accepted as presented. The website was displayed. The goal is that it be user-friendly. Amendments to the on line registration forms were presented.

CO-CHAIR'S REPORT:

1. Jack reported the UConn mailbox is closed; mail is being forwarded to him. He will pass two insurance bills on to Errol.
2. Phil reported that the on-line Zoom class with Kim went well, Kim adding that feedback was positive. He asked that the sub-committee (Libbie, Kim, Phil) report on presenters' willingness to present on Zoom in the future.

COORDINATOR'S REPORT:

1. Alphorns are ready for mailing May 1: 300 to Seabury, 200 to Duncaster.
2. Agnes' goal is to have a job description of the Coordinator's position completed by Sept. It will include the responsibility of managing the data base for the Curriculum Committee, and up-dating the Board Members' Handbook. The hope is to hire a coordinator by 1/1/21.

COMMITTEE REPORTS:

WEBMASTER: Status quo

ALPHORN: Status quo

COMMUNICATIONS: No report

CURRICULUM:

See prior discussion of Zoom option

EVENT AND MEMBERSHIP SUPPORT:

1. Slate: Louise will talk with Marilyn Stockton regarding her interest in continuing as Member at Large from Duncaster.

2. Discussion of term limits, voting rights, and utilization of At Large positions.

OLD BUSINESS:

1. Binder: Agnes asked members to review the page relevant to their position and update it. Topic to be discussed at next meeting.
2. Date set for next meeting.

NEW BUSINESS:

1. Emailing of Alhorn: Pros and Cons were discussed.
2. Planning for beyond Sept. 20: to be discussed at next meeting, including possibility of the Annual Meeting by Zoom.
3. Refund of the fee for Spring classes to an individual who so requested was unanimously approved.

ADJOURNMENT: The meeting was adjourned at 2:30 p.m.

Next meeting - Thursday, May 28th, 1:00 p.m. by Zoom

Respectfully submitted,

Alice Cruikshank,
Secretary