

UConn-ALP Board of Directors

DRAFT Meeting Minutes

Nov 30, 2023

The meeting was held in person in the Board room. **Present:** Jenny Gaines, Beth Horlitz, Bob Hewey, Kim Hunt, Steve Law, Errol Matzke, Ruth Mitman, Agnes Pier, Dougla Pyrke, Carol Simpson, Ann Winship, Bob Ziegenhagen.

The **minutes from the October 26 meeting** were tabled until the January meeting. Agnes noted that Steve's minutes are more detailed than necessary. They need only Board reports and actions.

Agnes gave her **co-chairpersons' report**. Since Seabury activities are taking up more rooms, we can anticipate venue conflicts in the spring. The Curriculum Committee will take on this issue at their December 7 meeting. Jenny received 3 registrations from people who did not wish to take any classes until the Spring semester. Bob Hewey will change their registration to spring 2024.

Bob H submitted the **treasurer's report**. We have a surplus of over \$8000. Last year at this time our surplus was only \$5600. Interest earnings have increased over the prior year by \$800 thanks to Errol's investment in a Vanguard money market fund; the increase in fees also contributed. Donations are down, but not by much. Expenses are up only slightly, but \$3000 insurance and at least \$500 in honoraria remain to be paid.

Kim made a motion (Bob H, second) that at each month end a co-chair or designated member of the curriculum committee will send one report to the treasurer of all the courses that ended in that month. Bob H will then issue honoraria to those presenters. Passed. Beth will send the November list this afternoon (November 30).

There are three checks outstanding from the honoraria for past semesters. Bob will follow up with Beth. Ruth agreed to send thank you notes, as well.

Jenny gave the **administrator's report**. We have 231 registered members, a significant increase from last year. She agreed to provide a list, for Spring 2019 through Fall 2021, of the numbers enrolled and the average number of courses enrolled in. The board requested the same information in the administrator's monthly report.

Bob Z. presented the **Webmaster report**. The website received a total of 453 visitors this month. Bob Z added 30-40 photographs to the site and asked the Board's input on the photo quality. After Christmas, Bob Z, Kim, and Carol, with professional help, will meet to design a video with photos, voiceover track, and music, running 30-60 seconds.

ALP-Horn. Carol, managing editor, and Bob Z, design editor, plan to print 1200 copies. Carol asked for help distributing the ALPHorn to Seabury cubbies, as she will be away.

Curriculum committee, Beth reporting. The Board took no actions on this report.

Events and membership: The Board reached a consensus not to repeat the offer of a free semester for new residents. For the fall semester Agnes sent out forty invitations, and we had at least twenty new members, but only five accepted the free semester.

Bylaws task force: Kim will report in January.

Steve reported for the **Membership task force.** A consensus of the Board authorized the task force to start a pilot project, offering assisted living and nursing homes a semester of Zoom classes for \$180. The minimum cost for a plan on Meetup.com is \$12.71 each month.

The **Visual montage task force** work has already appeared in the Webmaster report.

New business. Nominations are due for the 2024-25 board vacancies. We may need only two or three, as Agnes and Tom are finishing their terms. We will hear nominations in January.

The meeting was adjourned at 3:18. Topics tabled until January: hybrid classes, the bylaws task force, and nominations. If you have more topics to add, send them to Kim, Agnes, and Jenny.

Respectfully submitted,

Steve Law