

Minutes of the Meeting of the Adult Learning Program Advisory Board

April 22, 2010

Those attending were Ruthanne Hartzheim, Helen Lansberg, Carol Matzke, Bill Olds, Ivan Backer, Marion Kelliher, Walter Mayo, Malcolm Millar, Pete Cruikshank, June Johnson and staff, Bertina Williams

The meeting was called to order by Marion Kelliher at 1:05 o'clock and the Minutes of the Meeting of March 25, 2010 were accepted as read.

Marion reminded the Committee Chairpersons that their reports for the Annual Meeting packets were due by 15 May or before.

A lengthy discussion ensued regarding compensation of Presenters. Questions arose regarding consistency, whether non-members only should be recompensed, whether single sessions or seminars should be considered, if only expenses should be reimbursed and whether this should be a discrete budget line item. A Motion was duly made and seconded that ALP would cover travel expenses at the rate of fifty cents per mile for those speakers participating in seminars, single sessions or meetings who travel beyond a twenty-five mile distance and this would be disbursed from a budgeted line item of \$500. specifically for this purpose. The Motion was carried.

It was agreed that the Annual Poetry Contest should have at least five entries to validate the contest.

Helen reminded those present that the deadline for ALPHorn text was July first.

There was no new information from the Communication Committee but Ruthanne indicated that she would have all the necessary materials, contacts and time lines ready for the new Co-chairpersons.

For the Curriculum Committee, Ivan reported that there would be nineteen courses and seventeen single sessions for the Fall semester.

Carol Matzke reported that the Membership Committee would have four stations to take lunch fees at the Annual Meeting and paid attendees would be indicated by dots on their name tags. June Johnson opened discussion around a social event in the fall. The event would be announced in the ALPHorn, by Liaisons at sessions, at the September Pre-view Meeting and during regular calls by the Committee to new members. A Motion was duly made and seconded that there would be a welcoming membership social on either 19 or 20 October, as determined by the Curriculum Committee, with the expense thereof covered by the budgeted line for Food which is to be increased by \$1,000. The Motion was carried.

Regarding Old Business, Walter Mayo reviewed the discussion in executive session on 25 March regarding staff compensation and he presented a Motion duly made and seconded that the hourly rate for the Coordinator, Bertina Williams, be increased to \$18.00 and that the number of hours per week be increased to eight. The Motion was carried.

It was suggested that Annual Meeting reminders be sent by e-mail to members and that written reminders be put in Seabury mail boxes.

The issue of ALP members using the coffee bar was addressed and Seabury has not taken any action.

There being no New Business, Marion adjourned the meeting at 2:15 o'clock.

A True Record

Bertina Williams for Tobie Katz