

ALP Advisory Board Meeting
November 18, 2010

Attendees: Tobie Katz, Marion Kelliher, Peter Crukshank, Ivan Backer, Jean Yeager, Jim Yeager, Leon Carr, Betty Breen, Helen Lansberg, Carol Matzke, Carol Ann Purcell, and Bertina Williams, Staff.

Peter called the meeting to order at 1:05 PM.

The minutes were approved as corrected.

Treasurer: Bertina reported for Malcolm that we have \$17,649.00 deposited against a budget of \$14,000.00. One third is from Seabury members, the rest from members at large and donations.

Coordinator: Bertina reported that there had been two bomb scares at the Hartford UConn campus. She also reminded people that the office staff is available to help the various committees.

ALPHorn: The new edition went to the printers on 11/16. It is 12 pages due to the fact of using larger print. It will probably be mailed on 11/27 or 11/30. I copy is sent to all presenters. Carol suggested changes in the mailing dates, saying that the ALPhorn should be mailed later than it is except for the Dec. issue. She made a motion, seconded by Ivan, that copy for June be submitted by Mar. 15, completed by Apr. 1 and mailed Apr. 15. The motion passed. Her second motion, seconded by Helen was that the fall issue have dates of July 15, Aug. 1 and Aug. 15. This also passed.

Communications: Leon and Betty discussed their use of ads and which papers were used. Leon asked how many ALP members joined by seeing the ads and how many by word of mouth. The new class schedule will be put on the website. Leon showed a copy of an article about ALP in the Bloomfield Journal and an item he had placed in the Hartford Courant iTown section. He is working with local TV stations for distribution of information about ALP. Carol stressed the importance of getting information out to the liaisons.

Curriculum: Ivan stressed contact with the liaisons. End notes are now to be called evaluation forms and they will be used for information regarding courses and opinions. Ivan asked if there should be a poetry contest with winners to be announced at the annual meeting. This was approved. Carl Mason will be the judge. Marion raised the subject of notification regarding course changes. The committee will notify Bertina and Jean, the webmaster. There will be 17 courses and 13 single sessions in the spring semester. One will be held at Duncaster.

Membership: Carol reported that the social cost \$240.00. She has requested that this become a budget item for the coming year. She then presented the committee's decisions on how to handle sign-up at the spring preview meeting. Instead of presenters discussing their courses, there will be tables set up with course numbers on signs so that attendees can speak to a presenter personally. This will take place from 9-10:30 AM. The membership committee has been charged with finding speakers for the preview and annual meetings. The names will then be brought to the board for approval. Arlene

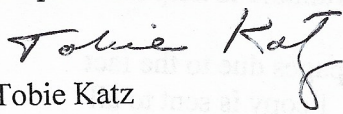
Jones will speak on Jan. 11; Robert Thorson at the June meeting possibly Walter Woodward in Sept. Backup choices for Sept. are Diane Smith or a person from the Cognitive Center. Carol reminds the board that there are openings on all committees for the coming year.

Old Business: Marion suggests the need for a back up person for Helen on the ALPHorn and for Jean as webmaster. She will seek volunteers on Jan. 11. Carol suggests that Helen and Jean be on the Communications committee. Betty agrees and also suggests that there be documentation and job descriptions for all positions.

New Business: None.

Webmaster: Jean will do a 10 minute presentation on the website at the spring preview meeting. She has started a manual for handling the website. The personal calendar will be ready for discussion on Jan. 11. Jim feels this is a priority. Jean said that the old class schedule will come off the website on Dec. and the new registration and schedule will go on.

Respectfully submitted,



Tobie Katz
Recording Secretary