

ALP Board Meeting, November 20, 2014

In attendance: Ann Parkhurst, Paula Fisher, Polly Ellis, coordinator Bertina Williams, Janet Murphy, Bob Ellis, Marnie Clark, Jim Yaegar, Shirley Dudley, R.E. Wooding, David Winer, Patrick Hatcher.

Co-chair David Winer called the meeting to order at 1:00 pm.

Approval of the August 24 meeting was moved by Bob Ellis and seconded by Pat Hatcher and carried unanimously following the correction of the spelling of Marnie Clark's name. Approval of the October 30 meeting was moved by Bob Ellis and seconded by Jim Yaegar and carried unanimously following corrections: in paragraph 8, verb tense "addresses" was changed to "addressed"; in paragraph 13, "of membership dues" was inserted following "\$20,000" in the first line; in line 4 of paragraph 13, "4%" was changed to ".04%"; in line 5 of paragraph 13, "8%" was changed to ".08%."

Announcements: David Winer announced that Seabury will pay for afternoon coffee for the rest of the year. Patrick Hatcher announced that Noreen has found a resource person to work on Access for \$50/hour. David Winer asked for ideas for a description of the responsibilities of the co-chairs to be forwarded to him by the end of December; responsibilities include dealing with Seabury and UCONN, conducting Board meetings. There is a need to be sure the white book is kept current. Information regarding parking needs to be put into the fall ALPHorn.

Treasurer's report: Janet Murphy submitted a written "ALP Fiscal Year 2014-2015" report. She reported that there are two checks outstanding for over one year and the bank will only honor checks for six months; she will remove them from her records. No bills from UCONN have been received. Jim Yaegar moved and Shirley Dudley seconded a motion to accept the report; the motion carried unanimously.

Coordinator's report: Bertina Williams reported that she has met with Noreen and MaryAnn regarding Access. An invoice for \$100 for technical assistance has been received; there is a \$2000 cap on such expenses. Bertina will pay invoices up to that cap. No invoice for the security bond has been received; She will call the brokerage to confirm the bond for coverage and inform them that Marnie Clark has been added to the Board. Bertina will always notify the brokerage of any new Board members.

Committee reports:

Webmaster- Bob Ellis reported that the site will include the spring curriculum and he is keeping the home page current.

ALPHorn- Jim Yaeger reported that Gwen Sibley is now also working on the publication.

Communications- Marnie Clark reported that she is researching "55 and over" organizations and facilities for the purpose of communicating information about ALP.

Curriculum- Shirley Dudley reported that there will be 16 seminars and 10 single sessions presented in the spring. Bertina will call liaisons on Mondays to remind them to attend their programs.

Membership- Paula Fisher reported that job descriptions are necessary for recruiting Board co-chairs and committee chairs. The committee is using Noreen's survey to identify people with specific backgrounds to match with committees. The committee co-chairs identify speakers for the preview meeting and for the annual meeting and prospects for new Board members and officers; these tasks need to be shared among committee members. Polly Ellis reported that she is taking names from the

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surveys and contacting them regarding joining the membership committee. Pat Hatcher invited co-chairs to write their job descriptions including specific tasks.

Old Business: none.

New Business: none.

The meeting adjourned at 2:30 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann Parkhurst".

Ann Parkhurst, Secretary.