

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

The meeting was called to order by Jack Gregory at 1:05 pm. Members participated via Zoom.

PRESENT: Phil Will, Jack Gregory, Ann Winship, Errol Matzke, Kim Hunt, Agnes Pier, Louise Fisher, Sandy Slipp, Donna Cote, Libbie Merrow, Bob Ellis and Alice Cruikshank

Agnes reported she has not been able to contact Tiffany so she has no new information on access to Seabury for residents who want to attend group Zoom classes there. She will continue to pursue the matter.

MINUTES: The minutes of the meeting of June 25th were approved as presented.

ANNOUNCEMENTS:

1. Sandy Slipp was introduced and by unanimous vote was elected to join the board as Co-Chair of the Event and Member Support Committee.
2. Louise reported that she has had no success in finding Co-Chairs for the Communications Committee. She proposed that she and Sandy assume the duties of that committee, if any, until the time comes when we actually need to fill these positions. This is appropriate at this time since opportunities to do meaningful publicity in the community are limited due to the pandemic.
3. Jack prepared the ALP Calendar for fiscal year July 2020-June 2021. He requested board members review the Calendar for conflicts or errors and notify him if changes are necessary.

TREASURER'S REPORT:

1. Bertina's uncashed checks have now been cashed. Good going Errol.
2. Errol presented the FY 2020 year-end financial report along with explanations. ALP's net assets as of June 30, 2020 were \$67,299. Slightly higher than last FY of \$66,357.
- 3) Errol also presented the proposed budget for FY 2021. This budget will be presented to the membership at the Annual Meeting along with appropriate explanations.
- 4) Both reports will accompany the mailing to the membership in late August.
- 5) The first report for the year to the IRS has been sent.
- 6). Errol will contact Sandy Slipp regarding completion of the conflict of interest form.

COORDINATOR'S REPORT– No questions on monthly written report.

1. Agnes stated that she will recuse herself from any votes relevant to compensation for the Coordinator's position.
2. She plans to complete the registration process in the fall before finalizing the job description which will combine the Coordinator position with the needs of the Curriculum Committee.
3. ZOOM usage cost is basically month to month with possibilities of expanding numbers of participants as and when needed.

COMMITTEE REPORTS:

WEBMASTER: Donna reported that everything is up to date on the website.

ALP-HORN: The Alp-Horn is at the printer. It will be mailed August 15-17.

COMMUNICATIONS: No Report

CURRICULUM: Kim reported there are sixteen programs scheduled for the fall. The four practice sessions already conducted with presenters went smoothly. All is well and on schedule thanks to the ongoing effort of the team members.

EVENT AND MEMBER SUPPORT: Slate complete for Annual Meeting.

OLD BUSINESS:

1. The agenda for the Annual Meeting September 17th was reviewed and approved.
2. It was again decided to postpone presentation of by-law changes
3. Marilyn Stockton will continue on the Board as Member-at-Large from Duncaster.
4. Preview Meeting Sept. 15th - Agnes will host as Coordinator, inviting presenters to make two-minute introductions of their topics. There will be 30-40 minutes for questions from participants. A major goal of the meeting will be to help participants register and understand Zoom procedures. The new Online Registration System will also be presented by Errol.

ADJOURNMENT: At 2:45 p.m.

NEXT MEETING: August 27, 2020 at 1:00 pm. We will be using Zoom.

Respectfully submitted,

Alice Cruikshank,
Secretary