

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
ADULT LEARNING PROGRAM, INC.

January 25, 2021

The meeting was called to order by Jack Gregory at 3:24 pm. Members participated via Zoom..

PRESENT: Donna Cote, Alice Cruikshank, Bob Ellis, Louise Fisher, Jack Gregory, Tom Gworek, Errol Matzke, Agnes Pier, Phil Will (ex officio) and Ann Winship.

NEW BUSINESS: Jack announced the topic of the meeting: the purchase of a new computer for the ALP office. He stated the importance of upgrading from the present, inadequate computer in order to have an adequate tool for our new administrator, who will commence her duties Feb. 1st.

Agnes reported consulting with a company she knows well, and evaluating capacity and storage functions as well as back up and security features. She detailed how the ALP Administrator's responsibilities will be best served by the LAP Lenideapad - 5 (Lenovo Ideapad-5). Service and warranty will be provided by the dealer.

Discussion followed over the cost of the business back-up feature.

It was moved, seconded and approved that ALP purchase the computer as described by Agnes.

ADJOURNMENT: The meeting was adjourned at 4:20 pm.

NEXT MEETING: The next meeting will be on February 25th at 1:00 pm. via Zoom.

Respectfully submitted,

Alice Cruikshank,
Secretary