

1 **ADAPTIVE LEARNING CENTER**

2 *A Key to Individual Potential*

3 **3227 CLAYTON ROAD, CONCORD, CA 94519 PH (925) 827-3863 FAX (925) 827-4080**

4 [www.c4al.org](http://www.c4al.org)

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6 **MINUTES**

7 **BOARD OF DIRECTORS MEETING**

8 **ADAPTIVE LEARNING CENTER**

9 **Monday, February 22, 2016**

10 Meeting held at Adaptive Learning Center, 3227 Clayton Road, Concord, CA 94519

11  
12 Present - Board Members: Muriel Wilson (MW), Rob Edwards (RE), Barry Chinn (BC) Richard  
13 Fowler (RF), Gary Lewis (GL), Mary Delaney (MD), Dr. Chance Algar (CA), Colleen  
14 Coll (CC)

15  
16 ALC staff: Donna Feingold (DF), Jordane Tofighi (JT), Jeannine Chang (JC)

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18 Others/Visitors: Parents – Carmen Soria (CS), Richard Soria (RS), Jeanne Chinn (JCN),  
19 Marianne Jacobs (MJ), Steve Jacobs (SJ)

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21 **The General Board Meeting was called to order by MW at 7:19 PM** MW welcomed  
22 returning Board Member Colleen Coll and read the Mission Statement.

23  
24 **1. Review and Acceptance of Minutes:**

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26 Board reviewed Minutes of the December 15, 2015 General Meeting. A motion was  
27 made by (BC) to approve the minutes; seconded by (RE); all voted in favor.

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29 **2. Financial Overview**

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31 DF reported that the audit had started. There was a surplus of \$57,000. Most of this  
32 went into the van. There were \$65,000 in donations last year. In January ALC broke  
33 even. There will be adjustments after the audit.

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35 **3. Executive Director's Report:**

36 The following issues were discussed –

- 37 a. New Clients – Currently there are 37 clients. One new client started in early January.  
38 We are currently paying for ½ the rent at one apartment at the Blues. Four male clients  
39 have shown interest in the center and one family confirmed that her daughter would like  
40 to join ALC this summer (August). We hope RCEB will approve this client. Another

41 female is now looking at possibly joining us in 2017. Staff will attend Transition Fairs  
42 and two school groups will tour next Month. ALC is also getting referrals from RCEB.  
43 b. Staffing - There are no staff changes. If we get enough new clients, we may need to  
44 add staff.  
45 c. Garden Project - Clients named the garden "A Loving Crop". Volunteers have put  
46 down mulch. A trip is planned to Markham Arboretum to start propagating seeds. Eight  
47 to ten clients are interested in the garden. Contra Costa Master Gardeners and our  
48 consultant, Patrice Hanlon, have given support. We are getting bids on a fence and are  
49 getting many supplies donated. A grant request has also been submitted.  
50 d. Committees - Aging and Housing Committees met in January. Housing is working on  
51 guidelines to submit to the Board. Aging committee members are looking for resources.  
52 e. Fundraising - End of the year appeal was successful and a van was purchased as well  
53 as 8 new computers. We are also revising the website and developing new brochures.  
54 f. Community Outreach - Muriel and Donna attended the annual Mayor's luncheon.  
55 Donna also spoke at the Rotary Club. Clients will attend the Town Hall meeting in  
56 Oakland.

57  
58 **4. NEW BUSINESS**

- 59 a. Autism Walk is scheduled for 4/23.  
60 b. TOPS Creativity Expo (5/18) is an opportunity to support clients.  
61 c. East Bay Gives (5/3) - Last year we made \$3,000. This year we would like to earn prize  
62 money as well as get donations.

63  
64 **5. PUBLIC COMMENTS**

65 There was a question about minutes being posted to the website. DF explained that the  
66 minutes first need to be approved at the following meeting before posting. There was also  
67 some discussion about planning for the replacement of Board Members whose terms will  
68 end. It was explained that the Board is discussing this and that no one will be terming out  
69 until Jan. 2018.

70  
71 Board Meeting Schedule – The next Board Meeting will be Monday, April 25, 2016 at  
72 7:15 PM.

- 73  
74 **6.** Meeting was adjourned at 7:50 p.m. by (MW).

75  
76 Submitted by: \_\_\_\_\_

77 Mary Delaney, Secretary  
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