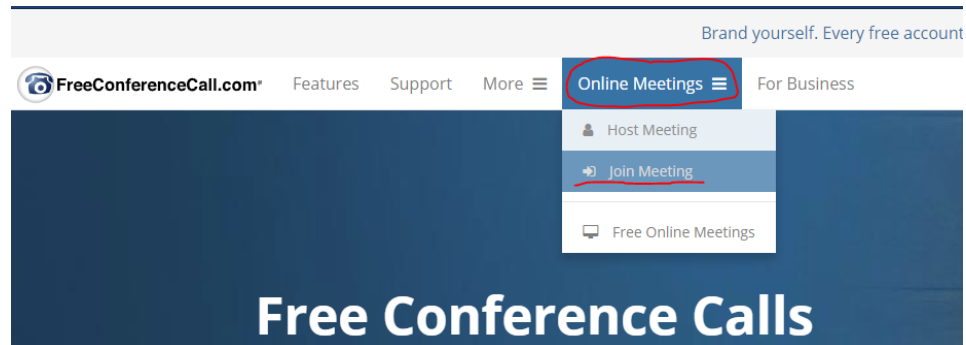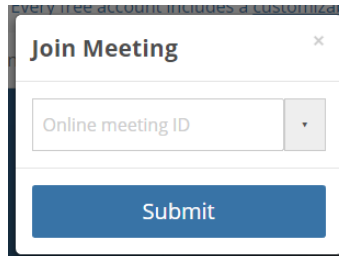# Instructions for Joining an ALP Online Board Meeting
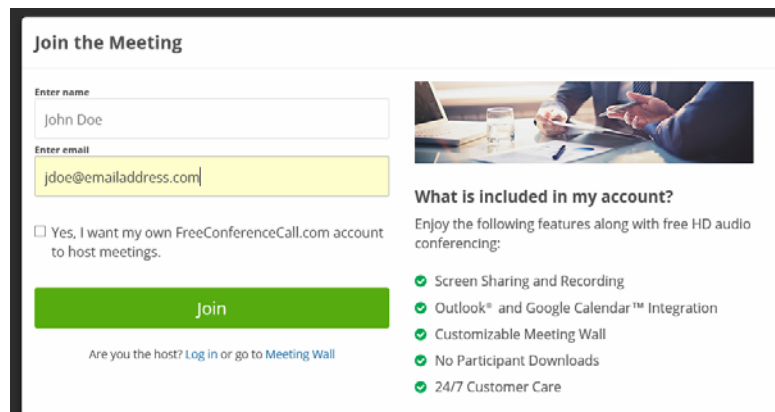
1. The first, and simplest, option is to simply join by telephone. In order to do that, just dial in using this information:
    a. Dial-in Number: 605-475-4881
    b. Access Code: 483954#
2. The rest of these instructions describe how to access from a computer. You will need a microphone on your computer in order to be able to speak. If you want video access as well (which is completely optional), you have to download the FreeConferenceCall.com software and install it, which takes just a few seconds.
3. Go to www.FreeConferenceCall.com
4. Click on Online Meetings along the top of the screen, and then Join Meeting:

5. Type in the Online Meeting ID admin27871 and click Submit:

6. Enter your name and email address, and leave the check box UNchecked (unless you want to set up an account with FreeConferenceCall.com), then click Join:

7. If you want to join by video, and not just audio, you have to download the FreeConferenceCall software. When you first access the online meeting, you will be prompted to do so, but that is entirely voluntary, as you can still access by audio only through your computer (assuming you have a microphone).