

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER
3 Board of Directors Meeting January 12, 2011
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6 Board Members present: Bill Mans, Chair; Eddie Nelson, Vice Chair; Jeanne Edwards, Treasurer;
7 Peggy Hackett, Secretary; Joan McKinnon; Marcey Vreeland; Liz Leng; Fritz Pellum; Jim Garrigues;
8 Tonya Woelber

9 Board excused: Aletha Henry

10 Endowment Trust: Hal Wolverton

11 Staff: Cathy Lee, Executive Director; Jan Knutson, Director of Legacy Planning

12 Municipality of Anchorage Representative: Lynda Meyer

13 Guests: John Van Hoesen, Frank Canha; Julia Tenison; Anne Campbell; Al Sundquist
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15 Chair Bill Mans called the meeting to order at 10:03 A.M.

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17 Visitors introduced themselves.

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19 The agenda was approved as presented.
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21 Linda Meyer suggested that the minutes of the previous meeting should have reflected that a municipal
22 representative attended six, rather than three, Board meetings in 2010. After the Chair promised to
23 make any warranted changes, the minutes of the previous meeting were accepted as presented.
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25 The Vice Chair reported that Membership took in just under \$11,000 in the Noel Bazaar and bake sale,
26 that 390 people were served a holiday dinner, and that quite a few applied for membership thereafter.
27 There is a grievance in process, and the Executive Committee will get something on that, probably in
28 the next few days. There is nothing new on By-Laws. Liz reported the pin sales breakdowns, after a
29 very good first weekend.
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31 Secretary - nothing to report.
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33 Treasurer - The financial statement in the packets shows a loss in November from center activities only
34 - \$23,608 for the year, including the money from the Endowment. Our current ratio is over one, for the
35 first time, and Accounts Payable look good. There is nothing owed over 90 days; over 60 days, only
36 \$1,000. As to Accounts Receivable – the big thing outstanding is KidsCorps, as usual. Someone has
37 been owing more than \$10,000 for more than 90 days, and an individual owes nearly \$5,000 in the 90-
38 day column. Both of these have to be investigated. Cathy said that James has some invoices and
39 money to turn in today. Doug Hanson will do the 2010 audit. He asked about the \$900 in bad checks,
40 which he'll investigate before writing them off. **We need to have a separate report on items like Fur**
41 **Rondy**, although we can't report every little item. Everything is in the records somewhere. On page 3
42 of 9, note \$58,129, which is probably the biggest number I've seen since I've been here. If we broke
43 even in December, we'll be in good shape. We'll have a positive retained earnings for 2010, a direct
44 result of Cathy's able management, so "Thank you!"
45

46 **The financial report as presented was accepted unanimously.**
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48 The Chair stated that it would be necessary to change the order of the agenda, since there was an
49 incoming teleconference regarding 2011 insurance rates. The connection could not be made, so the
50 Chair announced that the Center's health and liability insurance costs would decrease by \$4,000 a year.
51 The agent conveyed congratulations to the management and Board of Directors, stating that most non-
52 profits have not been able to lower their insurance costs. The Chair reminded that a year and a half
53 ago, in June, 2009, insurance rates were going to double so the ASAC changed carriers.

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Public Relations – Fritz contacted Paula Bergen, who doesn't want to remain as Chairman of the committee. A new chair will be needed, but Fritz is not a candidate.

Executive Director – Cathy read from her December report, included in the packets. Kim Schmitt won't be able to continue as KidsCorp driver, since she is leaving town, and Eddie will shadow Kim before he takes over that duty. Marcey asked Cathy why ASAC can't obtain advantageous postal rates for its newsletter. Cathy explained that the Postal Service considered the travel page as an ad, so, in future, readers will be advised to use the Center's website for travel information, and ASAC will thus be entitled to use the non-standard postal rates. Cathy said the newsletter will be printed in an enlarged font. She reminded about the Martin Luther King Day celebration on January 14. Holy Rosary Academy wrote a letter thanking ASAC for donations to its auction, which brought in \$100,000, so **Cathy will talk to someone about how the Center can put on a similarly-successful event.** Frank and Julie presented a PR video as well as a PSA from the Pubic Relations Committee.

Endowment Trust – Hal reported the fund had \$2,701,940, with \$14,000 donated in the last two weeks of the year, partly as a monetary challenge from the Chair of the Board of Directors. Carla will do a professional financial review, just short of an audit. Bill, Cathy, Keith, Anne, and Hal will get together in a sort of family activity to resolve questions. The Board and Trustees will have a reconciliation of the process. The Trust had to go through 15 pages to get three new signatories on the account, and simplified the process on an ongoing basis. The DLP budget for 2011 is \$140,000. Anne has been working with Jan, and will give Bill a copy. We hope to put in place some oversight in the approval process.

Legacy Planning – Jan reported three new legacies: Once an estate has been closed Margaret and John Wolfe will make a gift to the Senior Center for operations, with a focus on the library; Mary Ellen Segelhorst came in with a gift at the end of the year; and

In the 90+ category, there is an honorarium in the name of Frank Reed. Anne Campbell from Alaska Business Monthly is a Trustee. Her focus has been as a contact from the Endowment Fund with the business community, an area in which we have been successful. The Trustees named Anne as Chair of Marketing and Development. We want to look at the successes and highlights of last year, as set out in the attachment. We have great talent joining the Endowment Fund. The honorary group of Trustees included the original signers and Arliss Sturgulewski and possibly Bob Brink and Stan Reitman. The goal is \$1,000,000, which is still achievable. An anonymous donor has pledged one million dollars over five years. Another gift, pending the sale of the family home, is part of George Sullivan's bequest.

Municipality - For the benefit of new members to the Board, Linda mentioned her background and the work she has done and will continue to do on behalf of the elder population, which continues to grow in Anchorage. She and Cathy meet on a regular basis. Linda gave kudos to Chair Bill Mans for his ability to negotiate with the Municipality. Linda emphasized the MOA is not involved to give approval, but to partner with the center and its Board, and she urged members to contact her as needed.

Old Business – On Dec. 14, the Assembly approved the ASAC contract with the Municipality. Linda advised that the contract is still in the Municipal Manager's office, some items having been flagged by the Municipal Attorney, and nothing can be done about the first quarter payment until the Municipal Manager has signed the contract.

Anne will have the endowment budget for DLP operations in the Board's February packet.

Fritz reminded that he was still curious about the number of member who were no longer on the rolls. **Cathy will pinpoint that information and will share it at the next meeting.**

107 Marcey reported that Bloomfield, Connecticut has a senior program for citizens 55 years or older,
108 which the city funds entirely.

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110 New Business – Jeanne **MOVED, SECONDED** by Liz, approval of acceptance of the \$25,000
111 Rasmuson Grant for Fitness. The motion passed unanimously.

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113 Fritz **MOVED, SECONDED** by Liz, that staff send a thank-you letter to King Career Center for its
114 assistance in producing the public service spot. The motion passed unanimously.

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116 Fritz inquired whether the Board wishes to extend public relations efforts by contacting TV outlets,
117 with payment facilitated by Mary Sullivan’s brother, Jeff Galiher, possibly through a grant. The matter
118 was put on hold until the committee meets again. Cathy asked that the committee work with James to
119 coordinate dissemination of the public service announcements in a timely manner.

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121 Marcey requested a year-long calendar of major activities, and Cathy will make certain that Marcey
122 receives it. Marcey also requested staff to make certain that all Board packets reach members who are
123 absent.

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125 Bill recommended close attention to packet items, emphasizing the value of “Board & Administrator”
126 and “The Nonprofit Board Report.” “Board & Administrator” has a timely segment on evaluating the
127 Executive Director, which the Chair urged members to absorb, since the Executive Director’s
128 evaluation is due in March. Marcey requested that members receive a copy of the evaluation form.

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130 The Chair stated that part of each board member’s responsibility is to financially support and advocate
131 for the Board. He asked that members review/join the different committees since some must be
132 invigorated, especially the Strategic Planning Committee because of re-certification, coming up in
133 2012.

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135 Jeanne announced that Myrna will take over Finance Committee until Jeanne returns at the end of
136 April.

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138 The meeting adjourned at 11:56 P.M.

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140 Minutes prepared by Peggy Hackett

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Peggy Hackett, Secretary