

1 ANCHORAGE SENIOR CENTER  
2 ANCHOR-AGE CENTER, INC  
3 Board of Directors Meeting – February 9, 2011  
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6 Board Members present: Eddie Nelson, Acting Chair, Peggy Hackett, Secretary; Elizabeth Leng, Joan  
7 McKinnon, Marcella Vreeland. Fritz Pllum, Tonja Woelber.

8 Board Excused: Bill Mans, Jim Garrigues, Jeanne Edwards

9 Board Absent: Aletha Henri

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

11 Municipality Representative: Excused absence

12 Guests: John Van Hoesen, Al Sundquist, Maria James, JoAnn Swenson, Mary Jo Robinson, Gordon  
13 Glaser, Marian Porter

14  
15 The meeting was called to order by Acting Chair Eddie Nelson at 10:05 AM.

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17 Visitors introduced themselves.

18  
19 Approval of the agenda was **MOVED** by Joan, **SECONDED** by Liz, and approved unanimously.

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21 A number of corrections and additions to the minutes of the January meeting were noted by the  
22 Secretary, will be incorporated in the final version, a copy of which will be placed in each member's  
23 box for inclusion is his or her binder.

24  
25 Persons to be Heard: The Chair suggested that we hear from the visitors at this point in the meeting,  
26 since some needed to get back to their duties.

27  
28 Maria distributed copies of informational items that are available in the Center as well as at Fred  
29 Meyer. After she received inquiries about why the Center doesn't invoice, 452 renewal letters were  
30 mailed. To date, 1,991 members have paid, of which 369 are couples. 129 are lower-income members,  
31 64 under the aegis of Alaska Housing Finance grant. There are six paid business non-profit members,  
32 and invoices have been sent to another four. There are 723 lifetime members, three of whom passed  
33 away recently. A business membership is being developed, tied into benefits for lifetime members.  
34 Key cards can be sold to the businesses so their employees could become members. Fritz referenced  
35 his earlier question about an increase in membership between 2009 and 2010, and Maria responded that  
36 the number couldn't be pinpointed because the old system doesn't mesh with the new.

37  
38 JoAnn showed a calendar of upcoming Fur Rondy events, asking members to sign a pass-around sheet  
39 to cover shifts at the Center.

40  
41 John expressed appreciation to the board members for what they do for the community.

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43 Reports –

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45 By-laws and Standing Rules – nothing to report.

46  
47 Grievance – After the Acting Chair mentioned that the Executive Committee had handled a grievance,  
48 on which detailed information could be provided in an executive session, Marcey **MOVED**,  
49 **SECONDED** by Liz, that an executive session be held after this meeting. The motion passed  
50 unanimously.

51  
52 Membership – This category was covered extensively by Maria's presentation.  
53

54 Policies and Procedures – Marcey asked other board members to let her know if they are interested in  
55 serving on this subcommittee.

56  
57 Nominations – The Acting Chair said that a new nominating committee should be in place by April 1,  
58 2011. Marcey asked how many members constituted a full board, and was advised that the board  
59 should have 11 members.

60  
61 Strategic Planning - The Committee’s next meeting will be held on Feb. 22, 2011 at 1:30 P.M.

62  
63 Secretary – Peggy suggested elimination of paper copies of reports from the Executive Director of  
64 Director of Legacy Planning, but both had valid reasons for continuing to provide the Board with  
65 documents. Peggy then asked that two-sided copies be made of future paperwork given to the Board.

66  
67 Treasurer and Committee Reports:

68  
69 Finance/Budget Committee – The Acting Chair advised that the loan from the Endowment Fund was  
70 repaid, with interest, on January 31, 2001, and mentioned additional funding from that entity to pay for  
71 additional 2010 DLP expenses. Eddie urged members to carefully peruse the financial statement in the  
72 packets and bring back to the next meeting any questions.

73  
74 Marian noted that included in “revenue” is \$86,000 given to Center operations in January, 2010,  
75 reminding that when board members look at the report they should remember that sum so that the  
76 revenue is part of the profit shown on the statement, even though it reduced the amount of money that  
77 the Endowment trust has for investment. She offered to answer any further questions about this.

78  
79 Fund Raising – Cathy report that there have been brisk sales of Fur Rondy pins at the Fred Meyer  
80 stores, estimating sales might gross about \$4,000.00.

81  
82 Public Relations – Paula Bergen doesn’t want to be on this committee; Fritz said that he is the only  
83 member at present.

84  
85 Executive Director – In addition to reading from her report, Cathy referenced Maria’s remarks on the  
86 number of paid Center members.

87  
88 Endowment Trust – Hal reminded members that the Endowment trustees meet every other month,  
89 which could be a factor if the Board feels it is not receiving information from the Trustees in a timely  
90 manner, although the ASAC Board’s Chair and Treasurer attend Endowment meetings and receive the  
91 same information as the trustees receive. As of the end of 2010, the Trust’s market value was  
92 \$2,765,633; the reconciliation figure of \$2,705,414 reflects fluctuations in the market. Donations for  
93 the year are shown on the second page – they have risen every year since Jan has been on the job. The  
94 third page contains a breakdown which Hal won’t address unless it’s needed and the last page is a  
95 summary by month and year beginning in 2007 and ending in 2010. Marcey asked how much Merrill  
96 Lynch is paid as a brokerage fee and was informed that the amount is about 1 1/4% of the market  
97 value. The Investment and Management fees for 2009 were \$31,562. Hal went on to say that the DLP  
98 budget is being done differently. The trustees decide on a gross amount, then a break out is done.  
99 Eddie asked if the Board needed to approve the DLP budget, but Hal said it could wait until March,  
100 since it won’t change.

101  
102 Jan distributed packets with purple sheets to be used as dividers in our three-ring binders. Thanks to  
103 Marian Porter, an anonymous donor has made three gifts, including one in January, for a grand total of  
104 \$35,000 to the Endowment Fund. The Retired Teachers Association gave a gift, bringing the total to  
105 \$16,350 in January, contrasted with December gifts totaling \$15,673. Two gifts, one on the

106 membership form, were received in February. Jan suggested that a good way to honor those we love is  
107 by a legacy gift in February.

108  
109 Municipality – The Municipality’s representative had an excused absence.

110  
111 Old Business –

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113 Contract with Municipality – The contract was signed and the first quarter payment received.

114  
115 Review and final approval of the 2011 Endowment budget was tabled until the March meeting.

116  
117 Rasmuson Foundation Grant for fitness – It was signed and sent, as was covered in Cathy’s report.

118  
119 New Business –

120  
121 Decide on a process to evaluate the Executive Director. After a spirited discussion, it was **MOVED** by  
122 Fritz, **SECONDED** by Tonja, that the Executive Director’s evaluation be done by the Executive  
123 Committee with entire Board review and approval, using a form provided by the Executive Director  
124 and returned to the Chair in a sealed envelope no later than a week before the March 9, 2011 Board  
125 meeting.

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127 There being no announcements or Board comments, the meeting was adjourned by the Acting Chair at  
128 11:40 A.M.

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136 Minutes prepared by Peggy Hackett

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Peggy Hackett, Secretary