

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER, Inc.
3 Board of Directors Meeting
4 October 12, 2011
5

6 Board Members Present: Bill Mans, President; Peggy Hackett, Secretary; James Garrigues; Fritz
7 Pellig; Marcey Vreeland; Liz Leng; Myrna Johnston; Tonja Woelber.

8 Board Members Excused: Eddie Nelson, Vice-President; Jeanne Edwards, Treasurer.

9 Staff: Cathy Lee, Executive Director, Anchorage Senior Center; Keith Green, Endowment Trust Fund;
10 Jan Knutson, Director of Legacy Planning.

11 Municipality Representative: Absent.

12 Guests: Claude Watson, Rosa Foster, Gordon Glaser, Don Simmons, Al Sundquist.
13

14 The meeting was called to order at 10:02 A.M., with a quorum present.
15

16 Agenda Approval: Because the Board Meeting will be in two segments, with the first ending in 15
17 minutes, Myrna suggested that the certification of the Board election and the August financials be
18 discussed. **Fritz** moved, seconded by **Marcey**, approval of the suggestion; the motion passed
19 **unanimously**.
20

21 **Peggy** moved, seconded by **Liz**, acceptance of the financial statement dated Aug. 31, 2011, as
22 presented by Myrna. Page 3 shows total assets, including the Endowment Fund. The Statement of
23 Financial Position appears on page 4. Page 6 shows YTD comparative revenues, operations, not
24 including the Endowment Fund. Page 8 shows actual loss of \$2,530.05 from January through the end
25 of August. The loss of revenue from the closure of the restaurant for the month of August was
26 estimated to be \$20,000, although today's events might increase the revenue stream, as will upcoming
27 holiday events. Bill said when the contract with the MOA was negotiated, we knew about the expected
28 loss, but the Municipality declined to make any one-time funding adjustments for 2011, and he feels
29 bad that his estimate was so accurate. Myrna said that any questions would be dealt with in the
30 afternoon session. The motion passed **unanimously**.
31

32 **Peggy** moved that the Board Meeting recess until 1:15, seconded by **Myrna**; the motion passed
33 **unanimously**.
34

35 Adjournment: The Board of Directors meeting recessed until 1:15 P.M.
36

37 Call to Order: With a quorum present, the President called the meeting to order at 1:16 P.M.
38

39 The President asked that anyone giving a report keep it as brief as possible because the meeting would
40 have a quorum only until 2:00 P.M. Three new reports to be added to the notebooks were distributed:
41 Bylaws approved Sept. 14, 2011; Five-Year Plan 2012-2017; and Standing Rules approved Aug. 10,
42 2011.
43

44 The Executive Director referred to her Oct. 12, 2011 report, attached, urging Board members to read it.
45 Cathy submitted a letter to Fred Meyer requesting an o.k. to sell Fur Rondy pins in its stores, if there
46 are enough volunteers to man the tables, a question to be directed to the Fundraising Committee.
47

48 Endowment Trust: Keith reported that as of the end of the month, the Fund was still invested 60%
49 equities and 40% fixed income. The Investment Committee will meet Thursday of next week to
50 discuss cash flow needs. In answer to the President's query, Keith responded that the Fund was 8.2%
51 down in total fund performance last week, but that figure will change in the next few days. The Fund's
52 value at the end of the month was \$2,336,845, up about 2.4%.
53

54 Jan distributed copies of the Endowment Trust Fund Asset Summary as of Aug. 31, 2011, advising new
55 board members that similar reports are distributed at each Board meeting. On page 1, there is a
56 summary for the year up to Aug. 31, including a \$25,000 pledge, payable over five years; when the
57 donor read Jan's column, she made her fourth payment. Page 2 contains confidential information
58 listing all donors. Page 3 is just for the month of August, showing all the changes in the Merrill Lynch
59 account. The last page deals with a summary of the investment over the last four years, by month. The
60 Legacy column for November is attached. Everyone will note that BP continues to be extremely
61 generous.

62
63 Jan called attention to the bench decorated with bows, by the front door, given by Mr. Reitman, a
64 significant Legacy Society member. She suggested donations to fund the 21 benches around the
65 Center, adding that it would be great to have donations for all of them by the end of this year.

66
67 Barbara Lavalee donated to the Senior Activity Center a copy of her print. In addition to her
68 appearance at the 90+ event, Barbara appeared at today's luncheon. She donated 50 calendars
69 containing a copy of her print, all of which sold in an hour!

70
71 Board Comments: **Fritz** reminded that the minutes from last month's Board meeting hadn't been
72 approved, and moved approval, seconded by **Peggy**; the motion was approved **unanimously**.

73
74 Persons to be Heard: None.

75
76 Old Business: The President stated that he noted that a motion was made to accept the ADRC
77 Memorandum of Agreement, with the motion passing by a majority vote. As President, Bill noted that
78 the vote was not in compliance with Robert's Rules of Order, since there was no substantial change
79 even though the minutes noted statements made by the Municipality's representative. Notice should
80 have been given that it would be brought up. With only seven positive votes, the motion failed. Since
81 the majority had to be two-thirds under Robert's Rules of Order, **the new Board can give notice to**
82 **take up the ADRC matter at the next meeting if they so desire.** (After reviewing the September
83 minutes, it is noted that the acting President did not vote and the Secretary abstained; therefore, there
84 were only five positive votes.)

85
86 Status of 2012 Operating Budget – The President mentioned the Sept. 28, 2011 letter to him from the
87 Municipality, referring to his request for a 3% increase in funding for the Center. The Center will not
88 get any additional funding from the Municipality for 2012. The estimated amount from the
89 Endowment Fund for 2012 ASAC operations budget will be about \$82,900.

90
91 **Myrna** moved, seconded by **Fritz** that the certified election results be accepted by the Board; the
92 motion passed **unanimously**. Myrna noted that no objections had been received regarding the certified
93 results.

94
95 New Business – Myrna reported that Doug Hanson is familiar with the Center's financial status and
96 documentation so she recommended continuing with him as the auditor for 2012. Cathy said that Sue
97 will be working with Doug to make certain that he knows about important dates. **Myrna** moved,
98 seconded by **Liz**, retaining Doug Hanson as an external auditor for the third year on his original
99 contract, stipulating his attendance at certain meetings, for which attendance he can charge; the motion
100 passed **unanimously**.

101
102 After new Board members were seated, the Secretary called for nominations to fill the post of
103 President. **Don** moved, seconded by **Marcey**, that Gordon Glaser serve as President. After some
104 discussion, the motion passed **unanimously**.

105

106 Newly-named President Gordon Glaser asked Bill Mans to sit at the table as a member of the Executive
107 Committee.

108
109 **Liz** nominated Rose for the post of Vice President, which nomination was passed by a vote of
110 acclamation.

111
112 **Peggy** nominated Don for the post of Treasurer, which nomination was passed by a vote of
113 acclamation.

114
115 Gordon suggested a retreat in the near future for Board members to discuss Policies and Procedures,
116 interaction as a team, and ways for new Board members to acclimate to the culture. Bill will be asked
117 to chair the retreat, the President will attend, and Tonja was appointed as a member in absentia.
118 Marcey asked that she be included in the group. Cathy mentioned that Foraker would be pleased to
119 participate in the event. **Cathy will send an e-mail to all Board members with four possible dates**
120 **for the retreat.**

121
122 Jan advised that now that officers have been elected, part of the agreement with the Endowment Fund is
123 that the President and Treasurer serve, ex officio, on the Endowment Trustee Board, which meets from
124 12-1:30 here in the Education Room every other month.

125
126 Gordon thanked the Trust on his behalf and that of members of the Board. His telephone number is
127 276-3416; his e-mail address is mensh@acs.net and Gordon expects members to assist with input. The
128 workshop retreat will be scheduled for the near future.

129
130 Board Comments: Fritz mentioned that John van Hoesen had been appointed to a Board vacancy, from
131 which he resigned in frustration with the Center's accounting. Fritz suggested that Don meet soon with
132 John to learn what had disturbed him. Bill said that John's resignation letter had been passed along to
133 Sue Riehle, and she addressed most of his concerns in this month's cover letter to the August financial
134 statement.. John's main complaint was that the Center's accounting didn't strictly follow GAAP – he
135 wanted to include depreciation in the monthly statements. However, the Board needs to know how
136 much is coming in and going out, and GAAP usage would distort that information. There will be an in-
137 depth Finance Committee meeting at 10:00 A.M. on Friday, Oct. 14.

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139 **Marcey** moved, seconded by **Rosa**, adjournment at 2:09 P.M.; the motion passed unanimously.

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144

Peggy Hackett, Secretary