

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER, Inc.
3 Board of Directors Meeting
4 Sept. 14, 2011
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8 Board Members present: Eddie Nelson, Vice-President (acting as President); Jeanne Edwards,
9 Treasurer; Peggy Hackett, Secretary; James Garrigues; Fritz Pellum; Marcey Vreeland; Myrna
10 Johnston; Liz Leng

11 Board Excused: Bill Mans, President; Tonja Woelber

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

14 Municipality Representative: Lynda Meyer

15 Guests: Al Sundquist; Chalease Linderman; Sterling Taylor; Anne Campbell, Claude Watson
16

17 The meeting was called to order, with a quorum present, at 10:00 A.M.
18

19 **Jeanne** moved, seconded by **Peggy** that the agenda be approved.
20

21 **Peggy** moved, seconded by **Fritz**, that the August 10, 2011 minutes be approved.
22

23 **Reports –**
24

25 Eddie advised that the Bylaws and Standing Rules will be discussed under “Old Business” and that the
26 two grievances had been resolved.
27

28 Marcey stated that she is working with Raynette to find the existing Policy and Procedure manuals;
29 the Committee has not formally met.
30

31 Cathy announced that one of the candidates for the Board, Jacqueline Johnson, has withdrawn because
32 of medical issues.
33

34 In answer to a question, Cathy stated that the annual report will be available by the time of the ice
35 cream social on Sept. 28.
36

37 **Secretary** – Peggy reminded officers and heads of Committees to turn in a one page document
38 outlining duties, intended for distribution to new Board members.
39

40 **Treasurer** – At the Finance Committee meeting on Sept. 9, the new accountant explained the new
41 format of the financial statements which makes it easier to read. There are figures to be corrected that
42 will minimize the year-to-date figure. The external auditor met with the Committee as well, and agreed
43 with the suggested changes to the internal audit, promising to complete them in time for the annual
44 meeting.
45

46 **Membership** – There was no meeting this month.
47

48 **Public Relations** – The Executive Director introduced Chalease Linderman, the new Program
49 Development Director, who will insure that we have a Public Relations Committee procedure and
50 process.
51

52 **Fund Raising** – Liz thanked Eddie and Sally for all they do at the Saturday market, such as bringing
53 the totes back and forth every single Saturday and arranging for the four volunteers. The booth brought

54 in about \$1,000 in cash, and Liz acknowledged Bill Webb's in-kind donation of booth and space, worth
55 about \$2,500 each season. The Bloomin' Raffle brought in a little more than \$2,500.00. On Oct. 12,
56 from 10 until 1, there will be a fundraising celebration at the Center, including the dedication in the
57 Fitness Center and the reopening of the Arctic Rose Restaurant. The Committee is working with
58 Minami to organize the event.

59
60 **Executive Director** – Regarding the Open Forum, Marcey stated that she took notes at the event, but
61 has not yet finalized them.

62
63 Cathy mentioned that the Arctic Rose area will be cleaned and reorganized with the addition of a
64 rotisserie, donated by the Golden Corral, a new salad bar, and featuring healthier meals. She added that
65 Sherry Marvin is working well with the state, and might get more money for the Center. Cathy has
66 been coordinating with Sherry and Wendy on ADRC. The Japanese seminar was a great success,
67 resulting in donations amounting to about \$3,000 for earthquake relief. The Executive Committee
68 decided against another My Senior Center monitor. Attached is the Executive Director's Sept. 14, 2011
69 report.

70
71 Regarding Cathy's announcement that the Center will no longer have access to additional or new
72 worker trainees under the Mature Alaskans Seeking Skills Training (MASST) program, Lynda advised
73 that this is one of the results of massive budget cuts in the State Department of Labor budget.

74
75 Chalease mentioned five major donations/sponsorships, and went to say that Public Relations will be
76 making an outreach to younger people so citizens won't think that the Center exists only for 55+. She
77 put together a proposal for Wells Fargo requesting a donation to make improvements to the Center.

78
79 **Endowment Trust** – Keith announced that the Merrill-Lynch statement of monthly activity through
80 July showed \$2,626,529, with asset allocation 64% equity and the rest in fixed income/cash. At the end
81 of August, the new figure was \$2,502,618, with the new asset allocation 60% equity and 40% fixed
82 income/cash, down 1.88% through the end of August. Another investment meeting will be held in a
83 few weeks. The advisory team will be re-assessed, now that it has been in place for five years, and an
84 RFP will be issued.

85
86 Referring to page 2 of the Endowment's distributed documents, Jan stressed the confidentiality of
87 donors and amounts. Jan agreed with Jeanne's remarks about Sue Riehle's skills, and mentioned that
88 her reports are timely and correct. Jan called attention to the innovative ways donors can contribute to
89 the Endowment Fund.

90
91 **Municipality** - Lynda mentioned the completion of the generator installation, the telephone and sound
92 project and the purchase of capital equipment, all from the \$770,000 state grant to the Municipality for
93 Center improvements.

94
95 **Persons to be Heard** – Anne Campbell, Chairman of the DLP Committee, said it looks promising for
96 the year and she is looking forward to developing ideas for getting more donations.

97
98 Chalease pointed out that there are never enough volunteers, and she is working with JoAnne, the
99 volunteer coordinator, on developing a volunteer training program.

100
101 **Old Business** – Myrna said the Bylaw changes were distributed at the last Board Meeting and
102 appeared, in draft form, on the website, with a notice in the last Borealis requesting improvements, but
103 none were received. **Peggy** moved, seconded by **Myrna**, acceptance of the Bylaws; the vote was
104 **unanimous**.

105

106 Regarding the ADRC, Lynda explained that about four years ago, a nationwide ADRC program was set
107 up to streamline long-term care resources in communities, with the State providing grant money to
108 entities to carry out the mandate. The Municipality reaches out to form partnerships, formalized
109 through memoranda of agreement. As a Center, we support aging and disability centers. Recently, a
110 Memorandum of Agreement was submitted to the Board, which replied with a letter of response. No
111 position was requested. The Municipality again requested a Memorandum of Agreement, merely a
112 formalized agreement for NTS funding to streamline access to the information; Lynda has been
113 working strictly with the Executive Director. The Memorandum says something to the effect of “The
114 Senior Center supports the concept and if the Municipality needs to meet with a client here, the Center
115 would be willing to support that.” Lynda apologized for the legalese and asked for reconsideration. If
116 the short form contract went through, an office would be requested if there is funding. The President
117 thought Lynda was working on a grant. **Marcey** moved, seconded by **Liz**, acceptance of the
118 Memorandum of Agreement; Fritz disagreed; all others agreed.

119
120 **New Business** – The external audit was discussed during the Treasurer’s remarks; a special meeting
121 will be needed for approval after changes have been made.

122
123 **Peggy** moved, seconded by **Jeanne**, approval of the Strategic Five Year Plan; the vote was **unanimous**.
124 Myrna will remove “Draft” from the documents and add them to the website. Myrna reminded that the
125 goals and objectives therein have ties to committee duties, and each Committee Chair appointed after
126 the election needs to be aware that he or she is responsible for the goals and objectives set forth in the
127 Strategic Plan. Lynda complimented Myrna on her stellar work on the Strategic Plan.

128
129 **Announcements** – Jeanne will provide the financial report to anyone who wants a copy.

130
131 Jan announced that Barbara Lavalee, well-known artist, used the Fitness Center as part of her rehab and
132 is so grateful that she has donated to the Center one of the framed prints of a recently-completed mural.
133 Jan asked her to be guest of honor at the Fitness Center dedication.

134
135 **Board Comments** – The Executive Director announced that she was given the second-place award
136 won by the Golden Buzzards, as well as a framed photo of the team, to be displayed in the Center.

137
138 The Acting President reminded Board members whose term of office will be ending next month to
139 bring in their manuals, adding that he found his term of office to be “educational and enjoyable.”
140 Outgoing Board members are expected to attend the next Board Meeting.

141
142 Fritz mentioned that he heard recently from a member of the Center who said we are spending more
143 raising money than we are getting back. Fritz asked if a report could be issued that specifically deals
144 with that, but the Treasurer indicated that would be difficult to do. Anne Campbell responded that
145 \$140,000 a year is spent by the DLP on salaries and expenses, but the annual intake doesn’t reflect
146 “expectancies” totaling \$354,000.00.

147
148 Marcey announced that the Municipality is helping with the rain garden and that there will be a potluck
149 on Sept 29 between 6 and 8 P.M. Since the Center’s rain garden is the #1 such venue in Anchorage,
150 those wishing to learn more about rain gardens are urged to bring a dish and participate in the event.

151
152 Cathy urged attendees to notice the donated wishing well sitting just outside the front door.

153
154 **Adjournment** – The meeting adjourned at 11:39 P.M.