

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER, Inc.
3 Board of Directors Meeting
4 January 11, 2012
5
6
7

8 Board Members present: Gordon Glaser, President; Don Simmons, Treasurer (via phone); Peggy
9 Hackett, Secretary; James Garrigues; Fritz Pellum; Jeanne Edwards; Claude Watson

10 Board Excused: Rosa Foster, Vice President; Marcey Vreeland

11 Board Absent: Tonja Woelber

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

14 Municipality Representative: Lynda Meyer

15 Guests: Peter Raypold, Michael Howard, Assistant, Endowment Fund, Carl Kancir, Linda Cooper
16

17 The meeting was called to order at 1:00 P.M., with a quorum present.
18

19 Introductions: Peter Raypold is the new CFO, brought in to streamline accounting procedures. He has
20 changed the Center's payroll from semi-monthly to biweekly.
21

22 Because Keith has to leave, the President asked that he give his portion of the Endowment Trust report
23 now.
24

25 Keith reported that the trust fund was down 2.3% for the calendar year and that it is still invested 60%
26 in stocks and 40% in bonds and cash. There is \$98,385 in the cash account, with \$25,000 in an
27 outstanding loan to the Center. Although the market was flat, the S&P 500 was up 2%. International
28 markets were down 14-15%; emerging markets 22%. The investment committee will meet next
29 Thursday. On page 4 of the handout, changes have been made in Monthly Activity by Account. The
30 "Treasury Account" was inaccurate. On the second-to-last page, you'll note the resignations of Pete
31 Weimer, Hal Wolverton, Marian Porter and Anne Campbell. Pete Weimer will continue his work with
32 the Center's Finance Committee.
33

34 The President announced that on the day the Open Forum is held, there will be a meeting from 10 A.M.
35 until noon to provide an opportunity to go over finances with members, since the Open Forum will
36 focus on the Endowment Trust. He added that a working group will interact with the Endowment
37 Trust, consisting of Tonja Woelber, Don Simmons, Keith Green, Hal Wolverton, and Ronald Martinson
38 (Advisory Council). The date of the Open Forum is Feb. 19, although it might be moved to Feb. 23;
39 Cathy will notify everyone.
40

41 Jan reported on the success of the challenge from Hal Wolverton, Trustee Chairman, to ASAC Board
42 members at the Dec. 14 Board meeting. In response, four ASAC Board members made gifts to both
43 the Endowment Fund and to the Operating Fund. Jan submitted a proposal to Alaska USA Federal
44 Credit Union on behalf of both the Endowment Fund and the Fitness Center to match gifts for 90+
45 Birthday Honorariums and for new fitness equipment, respectively. As of 12/31/11, we have brought
46 in \$98,700 for the Endowment Fund, including a significant cash gift and bequest expectancy, and a lot
47 of gifts ranging from \$25-\$2,000.00. A gift was made in honor of Helen Strusz, Lifetime Member, by
48 her son. In 1995, Helen chaired the Center's Cookbook Project; Jan showcased the Cookbook.
49 Endowment Legacy gifts include those from Penny and Bill Mans, Frank Reed and the Weimers.
50 Some people and businesses would like to have a plaque engraved, to be added to the benches placed
51 around the Senior Center. These bench plaques honor donors who have made a major gift of \$1,000 or
52 more either to the Center and/or the Endowment Fund. There are eight benches left of the 22 that are
53 available for engraved plaques.

54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106

Agenda approval: Jeanne moved, seconded by Peggy, that the agenda be approved; unanimous.

Approval of minutes of previous meeting: Peggy moved, seconded by Fritz, that the December 14, 2011 minutes be approved; unanimous.

Reports –

Vice President – there was no report, due to Rosa’s excused absence.

Secretary - Peggy requested more information on committees. James indicated an interest in serving on the Buildings and Grounds group and Claude is interested in working with the library group, in addition to his service on the Finance Committee.

Treasurer – Gordon mentioned the Center’s cash position and the concern about cash flow. As the CFO develops his program, there will be corrections, including with Foraker. Sue Riehle met with Don to discuss methods. The financial position of the Arctic Rose closure resulted in over-extension; we will follow this closely. The President referred attendees to the Treasurer’s Report, included in the packets, with particular reference to the Net Income Report format on the reverse.

Executive Director – In addition to her 1/11/12 report (attached), included in the packets, Cathy mentioned the new salad bar in the Arctic Rose. Lynda is discussing changes to the bar with Purchasing. A feature of Cathy’s monthly reports will be department highlights; this month featured Accounting. Cathy displayed a copy of the Senior Voice, featuring the Center’s chorus, as well as a certificate of appreciation from OPAG.

Endowment Trust – Jan mentioned that the fact that the Center has over 800 lifetime members works well in grant application or approaches to businesses.

Municipality – Lynda thanked Cathy for the good report on the facilities, adding that she intends to meet with the Executive Director once a quarter. There have been positive comments on response from the Municipality and communications from the Center. Lynda suggests that the Center needs to put together a thoughtful capital request for improvements to the aging Center, including carpeting for the Starlight Ballroom, as well as the partitions. She urged that the request reach the Municipality around September, so the Mayor can add it to his request. Don Alspach is on the committee. Gordon asked Lynda to send a list so the Center can be on the same page with her. Lynda went on to say that the floor in the ballroom needs to be replaced and there were recommendations about contracting the work. The Executive Director agreed that no more sanding can be done, and she will contact John Husey. Lynda went on to say that the contract for the Aging office is signed and the person to head it has been interviewed by Cathy. The candidate has a long history of serving all populations and wants to get back into the field. Cathy reminded Lynda that the Center doesn’t have a signed contract amendment and Lynda said it’s in Purchasing – the Board signed it, but the Municipality has not.

Committee reports –

President – I am trying to communicate better and more often, and I am grateful for reminders so I don’t overlook anything. There are a lot of committees, but I will be glad to attend any committee meeting to which I am invited. As to the pay period changes, there is no need for a motion, but folks should be made aware of them. Any questions or comments should be given to Cathy to add to the discussion during an Open Forum.

Old business –

107 Peggy moved, seconded by Fritz, that the changes in lifetime membership for couples be approved;
108 unanimous.

109
110 Persons to be heard – Linda Cooper explained that she has been in Anchorage for three years and has
111 been a member of the Center since her arrival. She has attended sessions of the Socrates Café and is
112 interested in organizations.

113
114 Carl said that 101A, B and C need to be renovated, urging consideration of the use of tile for the
115 replacement flooring. He attended a meeting on the woodshop with about 50 attendees, 24 of whom
116 were female. Some interested parties are still working, another reason to consider opening the building
117 some evenings. The Center’s woodshop is cluttered and must be cleaned before it’s put into operation.
118 Carl hoped that Tonja could address the question of liability insurance (that’s not her field). Carl asked
119 Maria James to list interested wood workers before the next Board meeting. He hopes they will form a
120 group, name officers and work with the Senior Center on this project. Maria produced fantastic posters
121 for the dances.

122
123 Carl stated that the outlets needed in the radio room cost between \$100-150 and thought installation
124 would be less than four hours. Gordon asked that Carl get a spec for the outlets; the money will be
125 raised. Carl is to work with Cathy on the project. As to liability, the Board will work with the MOA
126 because there is a shared responsibility. Regarding insurance, a rider would be added to the Center’s
127 policy. Jan mentioned that the Center for the Blind in Spenard has an excellent woodworking shop,
128 and suggested a tour of the premises.

129
130 New Business –

131
132 Recommendations from the Finance Committee –

133
134 Update on selection of external auditor – Jeanne said that she and Don have been in touch about the
135 auditor. In the absence of a likely candidate, she suggested continuing with Doug Hansen, but with
136 teeth in the requirements for an external audit to be produced by April or May. Cathy added that Sue
137 Riehle recommended someone, whose name was passed along to Don; Cathy will e-mail the name to
138 Jeanne. Gordon suggested that Cathy call Marshall Howe at the Alaska Intervention Center for
139 suggestions on an auditor, as well as Linda Hendrix at Chugach Senior Center.

140
141 Board meeting times – After Gordon asked for preferences, he announced that the Board of Directors
142 will continue to meet at 10:00 A.M. on the second Wednesday of each month. Gordon will advise
143 James of this, so the correct information will appear in the Senior Borealis.

144
145 (Other items under this heading in the agenda were covered earlier in the meeting.)

146
147 Announcements –

148
149 Lynda mentioned that May is Older Americans Month. For the first time, Anchorage will host an Elder
150 Summit, providing an opportunity to meet with seniors, listen to their stories, and make certain that the
151 city is moving forward appropriately for best practices. National Senior Fitness Day also occurs in
152 May.

153
154 Board Comments –

155
156 Fritz asked that packets be placed in boxes (or mailed, if requested by intended recipients) by 5:00 P.M.
157 on the Friday before a meeting. Jan urged that anyone wanting to have packet materials mailed make
158 the request to Cathy. Fritz also inquired what Mabel T. Caverly Center does that couldn’t be done by
159 ASAC. Lynda responded that MTC is a small service organization, providing transportation for

160 appointments and social activities. It receives money from United Way for emergency services, dental
161 work, prescriptions, etc., and it has a fund to assist people when no other program can help.

162
163 Gordon stressed that all agenda items are needed to reach him by the Wednesday before a meeting.

164
165 Peggy asked that Fran and Nina in the Arctic Rose kitchen be complimented for stepping up to the plate
166 during a difficult time. Cathy mentioned that Fran cut expenses in auditing for Kids Corps.

167
168 Linda Cooper announced a meeting Thursday, Jan. 12, for people who volunteer to register their hours
169 which could be exchanged for services. Gordon added that if they wanted to donate their hours, Cathy
170 or Jan might be able to use them in their grant programs.

171
172 Peggy moved adjournment, seconded by Jeanne; unanimous. The meeting adjourned at 2:44 P.M.

173
174
175
176

Peggy Hackett, Secretary