

ANCHORAGE SENIOR CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
July 10, 2013

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3 **Call to Order – Quorum:**

4 Board Members Present: Gordon Glaser (President), Bud Irwin; Tony Barrett; Betty Hendrickson;
5 Jeanne Edwards; Peggy Hackett; Don Simmons; Tonja Woelber, Fritz Pellum; David Levine
6 Board Member (ex-officio): Bill Mans
7 Board Members excused: Rosa Foster
8 Volunteer Assistant to the Secretary: Eileen (Nicky) Nickoloff
9 Endowment Trust Representative: none present
10 Municipality Representative: Lynda Meyer
11 Staff Attendees: Cathy Lee (Executive Director); Carmen Montano (Health & Wellness Manager); Judy
12 Joseph, (Gift Shop Manager)
13 Guests: Maria James; Holly M. Wells; David Kaufman; Ronnie “Jim” Dunn
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15 The meeting was called to order by Gordon Glaser, President, on 7/10/13 at 10:03AM after it was
16 determined that a quorum was present and business could be conducted.
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18 **Introductions:** Introductions were made.
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20 **Agenda:** Minor changes were made to the agenda, with a discussion of staff benefits made by Dave
21 Kaufman, Benefits Specialist. In addition, a report on the Gift Shop by Judy Joseph was added. *A*
22 *motion to approve the amended agenda was made by Tony and seconded by Betty; approval was*
23 *unanimous.*
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25 **Minutes of Previous Meeting:** A request was made by Board Member Fritz Pellum to correct the
26 spelling of his last name. *A motion for approval of the corrected June 12, 2013 board minutes was*
27 *made by Bud, and seconded by Don; the motion was approved unanimously.*
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29 **New Business**
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31 **Staff Benefits Changes:** Dave Kaufman, Benefits Specialist, discussed how he has been working with
32 Cathy Lee to obtain the best possible benefit plan offered to Staff at ASAC. The new plan will save
33 about \$10,000 year and will position the Center for changes that will be mandated by the Affordable
34 Care Act. The changes will take place on August 1, 2013, and have been discussed with staff. He is also
35 looking into a simple retirement/pension plan for staff, which will probably be a pre-tax, optional
36 program.
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38 **Reports:**
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40 **Vice President (Bud)** – Bud presented a conflict of interest policy, which is required for recertification.
41 Trustees and Board members, as well as certain key employees, are required to sign a statement that
42 goes with this Policy, and these should be returned to Tony, Board Secretary.
43 Bud also presented a handout with information for nominees to the Board of Directors, including basic
44 information, qualifications, duties and a code of ethics.
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46 **Secretary (Tony Barrett)** – Tony reminded everyone that there is a cut-off date of August 1 for
47 nominees for the Board of Directors. Gordon reminded Board members that a new President will need
48 to be selected.

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Treasurer (Don Simmons) – the 2013 budget continues to be problematic, and either additional revenue must be raised or expenses need to be lowered. No new programs have been started, but some programs have been operating at a loss.

Medicare grant – instead of the Center getting the grant directly this year, it has gone first to the MOA, and will take approximately 6 weeks from the starting July 1 date for funds to be given to ASAC, leaving the program unfunded for that period. *Don moved that the Center extend a line of credit to continue this program for up to 6 weeks; seconded by Fritz and approved unanimously.*

Executive Director (Cathy Lee) – A full Director’s report was handed out at the Board Meeting. The following is a summary. Judy Joseph reported that sales at the Saturday market have been between \$165 and \$375 per week. She is considering consignment for some items, like leather jackets, that have not sold at the Gift Shop.

Membership information –there is currently no good way to record who uses the center, and for what purpose. This led to a discussion of security issues, since there have been several thefts of material and equipment. A grant is being written to provide both inside and outside surveillance cameras, and there was a discussion about possible changes to the entrances that might provide better information and control.

At 3PM today, Governor Parnell will be at the Center to sign HB59, an act relating to prompt response and notification plans for missing vulnerable adults. Board members were urged to attend.

Endowment Trust (provided by Cathy Lee, in Keith Green’s absence) –We are still awaiting a large bequest made last year. The current fund balance is \$2,706,844.

Municipality – Lynda Meyer reported that she is leaving MOA in August for a position Outside. Her position has been posted and it is hoped that her successor will be at the August meeting. A card and gift was presented to Lynda in appreciation of her service to the Center.

Committee reports

PR/Marketing committee – Maria James has made contact with the chair and is still trying to meet with her. Both Maria and Tony have volunteered to be on the committee but if no chair is identified by the next Board meeting, the Board will look for another person.

Fitness committee – the Fitness program is doing well, with high numbers of participants in the various classes.

Membership committee (Tony) – Tony is still working on a draft script to be provided to medical providers who deal with seniors that includes an invitation to become a member of the ASAC complimentary for one week. There will be an Open House in August, date TBA.

President – Gordon met with Larry Baker, the senior liaison to the Mayor. Comments were supportive, but no benchmark was set for funding. Test cases will be security cameras and recertification expenses.

93 **Report from the Recertification Committee**

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95 The Recertification committee has packets ready for 9 different areas where information gathering is
96 needed. Holly did not have a complete list of these at the meeting, and will e-mail or otherwise get
97 copies to Board Members.

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99 Each Board member is to tell Bud what committee they would prefer to be on by the end of July. If they
100 cannot be on a committee, they are to submit their reasons in writing. Any member that has not chosen
101 a committee by the end of July will have one assigned.

102 Volunteers from among the membership will be welcomed on the various committees.

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104 **Old Business:**

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106 **Finance Committee** –*Don moved, and Jeanne seconded, that the Finance Committee report for May*
107 *be accepted; this was approved unanimously.*

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109 **Persons to Be Heard:**

110 Maria James has prepared flyers for “Jul’-Yule”, a fundraiser the Center is doing with
111 Kiwanis/Salvation Army for baskets of gifts and food for low income seniors.

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113 **Additional New Business**

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115 There are no sponsors for a 30th anniversary celebration; Betty continues to try and contact GCI. A sum
116 of \$1500 is the goal.

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118 **Board Comments**

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120 Tonja complimented the volunteer landscapers for the beautiful plantings around the Center.

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122 Peggy requested that Sue (Center staff) and Bill Mans get together to discuss the employee health
123 insurance tax credit. Don will provide additional information to Bill.

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125 **Adjournment:**

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127 *At 11:58AM, Tonja moved and Jeanne seconded adjournment; this motion passed unanimously.*
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130 Minutes Submitted by:

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134 Anthony Barrett, Secretary

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136 **Remaining Board Meeting Dates for 2013**

137 August 14 October 9
138 September 11 November 13
139 December 11