

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.

Joint Meeting of Board of Directors and Advisory Commission
January 13, 2016

1 **Call to Order – Quorum:**

2 Board Members Present: Kris Warren (President); Nancy Groszek (Vice-President); Theresa
3 Hoffmann (Secretary); Maria James; Sid Atwood; Judy Brady; Lynn Paterna; Mary Shields;
4 Gordon Glaser

5 Board Members Excused: Rebecca Mahaney (Treasurer)

6 Board Members Absent: Gary Wells

7 Recording Secretary: Eileen (Nicky) Nickoloff

8 Endowment Trust Representative: none present

9 Municipality Representative: none present

10 Staff Attendees: Rebecca (Becky) Parker, General Manager; Stephanie Rose (Accounting)

11 Guests: Art Elliott

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13 The meeting was called to order by Kris Warren, President, on 01/13/16 at 10:03 a.m. after it
14 was determined that a quorum was present and business could be conducted.

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16 **Introductions:** A roll call was taken by the secretary.

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18 **Guest Comments:** Art Elliott, an ASAC member since 1985, expressed concern over dogs
19 running free in the Center. While Service Dogs are allowed by law, “Therapy” dogs are a gray
20 area. The Board is working on a resolution to this issue in the revised Policies and Procedures,
21 and thanked Mr. Elliott for his comments and concern.

22 **MOA:** no report.

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24 **Agenda:** One item was added to the agenda: Policies and Procedures under New Business.
25 *Nancy Groszek moved and Mary Shields seconded approval of the agenda; approval was*
26 *unanimous.*

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28 **Minutes from Prior Meeting:** *Nancy Groszek moved and Maria James seconded approval of*
29 *the BOD minutes from 12/09/2015; approval was unanimous.*

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31 **COMMITTEE REPORTS: STANDING COMMITTEES**

32 **Endowment:** no report.

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34 **Executive** – the Committee met last week, and are working with Kid Corps on meal pricing,
35 with a meeting scheduled for tomorrow. The need is for either more flexibility on menus or a
36 higher price per meal, as the new menus have considerably reduced the profit made by the
37 Center for preparing these meals.

38 Pricing is also being worked on for catering, the restaurant, and activities held at the Center.
39 There are some food quality issues that need to be resolved, as well as a new menu that would
40 include breakfast.

41 The Holiday dinner went well, but there were some complaints about the food served.

44 **Finance (Kris Warren)** - Kris Warren discussed the financial situation for 2015, which shows a
45 deficit of \$113K thru the end of November. One of the major problem areas is the Arctic Rose
46 restaurant and a need to increase catering jobs.

47 An auditor needs to be hired this year; Foster and Foster, which has provided this service in the
48 past, has not committed to doing it again.

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50 **Membership (Judy Brady)** – Judy Brady and the Committee have met twice in the past 2
51 months, and have an ambitious goal for 2016 to increase membership by 20%. One of the
52 problems being encountered is members not logging in to the computer system, which makes it
53 difficult to clearly identify membership needs. Judy also identified a need to welcome new
54 members and get them involved in ASAC activities.

55 While there is no money allocated for promotion, Judy recommended revision of the web page
56 and a strengthening of the mission statement. She also recommended an information style called
57 *pecha kucha* as a possible way of streamlining presentations about ASAC. Lynn Paterna has a
58 UAA student willing to work on this. Additionally Judy recommended improving the Borealis,
59 with more stories about active members. The Fitness Committee is also working on ways to
60 increase and retain membership in fitness programs.

61 Kris Warren suggested a Board workshop as soon as possible, but due to other commitments,
62 this was tentatively scheduled for April 2. Topics would include outreach and ways to increase
63 membership. Gordon Glaser suggested targeting ways to obtain grant money, and the role of the
64 Board in processing grants. Since the requirements for writing grants are so specific, this might
65 require a full or part-time staff member. He also recommended a move away from city and state
66 funding during the current financial situation. Judy Brady suggested a “kitchen cabinet” to meet
67 once a week for a month to make suggestions in this area, and she will work on a plan for this.

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69 **Operations (Nancy Groszek)** - no report.

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71 **Facilities and Equipment (Sid Atwood)** – no report, there is a need for more members on this
72 Committee.

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74 **Ad Hoc Committees:**

75 **Bond Issue:** Gordon Glaser revealed that ASAC does not need to have a bond issue for parking
76 lot improvements since the \$305K needed will now be funded internally from MOA’s Capital
77 Improvement budget. The improvements will include better signage, drainage and better
78 separation of pedestrian walkways from parking areas.

79 **Legislative Lobbying:** Gordon Glaser is still uncertain whether a trip to Juneau to see legislators
80 will be worthwhile or not.

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82 **GENERAL MANAGER’S REPORT:**

83 A full General Manager’s report prepared by Rebecca Parker was handed out at the Board
84 Meeting and previously sent to Board members; the following are highlights not otherwise
85 covered in these minutes.

86 The focus for the 1st Quarter of 2016 will be completing all reaccreditation requirements, and
87 working on the Gala planned for later this year. The Gala committee will meet next week and *a*
88 *motion was made by Mary Shields, seconded by Nancy Groszek, to appoint Karen Hunt,*

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previously Board President, to be the Honorary Chair of this year’s Gala. This motion was unanimously approved.

Becky Parker is looking at the use of the senior center building to see if there are ways to increase revenue, including catering affairs at the Center.

OLD BUSINESS: No new information about Lion’s Club donation toward the Kid Corps vehicle.

NEW BUSINESS:

Policies and Procedures: Mary Shields has done a major revision of administrative P&Ps, a copy was given to each Board member to review during the coming month. These will be provisionally approved at the February Board meeting and then reviewed after 90 days. The proposed policy on animals in the Center are included in these P&Ps.

Program Director position: several candidates have been interviewed.

DIRECTOR’S COMMENTS:

Kris Warren encouraged Board members to participate in functions at the Center.

ADJOURNMENT: *At 12:15 p.m. it was moved by Nancy Groszek, seconded by Maria James, that the meeting be adjourned. Upon vote taken, the motion was passed unanimously.*

Minutes Submitted by:

Theresa Hoffmann, Secretary
(Per Recording Secretary)

Proposed Board Meeting Dates for 2016*:	02/10	03/09	04/13
	05/11	06/08	07/14
	08/10	09/08	
	10/13	11/11	12/08

*Dates are subject to change due to holidays or other unexpected occurrences.