

ANCHORAGE SENIOR ACTIVITY CENTER  
ANCHOR-AGE CENTER, Inc.  
Board of Directors Meeting  
November 8, 2017

1 ATTENDANCE

2 Board Members Present: Kris Warren (President); Judy Brady (Vice-President); Nancy Groszek;  
3 Sally Ann Carey; Tom Brennan; Calvin Williams; Lynn Paterna

4 Board Members Excused: Rebecca Mahaney (Treasurer); Mary Shields (Secretary); Jim Bailey;  
5 Paula Pawlowski

6 Board Members Absent: none

7 Advisory Council Members Present: Deborah Bonito; Lanie Fleischer; Jack Roderick; Pete  
8 Petersen

9 Recording Secretary: Eileen (Nicky) Nickoloff

10 Endowment Trust Representative: Matt Blattmachr (not present)

11 ASAC Staff: Rebecca (Becky) Parker (General Manager); Malorie Spreen ((Program/Operations  
12 Director); Stephanie Rose (Finance/Administration Director)

13 Municipality of Anchorage Representative: Nancy Anderson (not present)

14 Guests: Sid Atwood, Alysha Devine (UAA)

15

16 Call to Order: The meeting was called to order by Kris Warren, President, on 11/8/17 at 10:05  
17 a.m.

18 after a roll call was taken by the Recording Secretary and it was determined that a quorum was  
19 present and business could be conducted. This was a joint meeting with members of the  
20 Advisory Council present.

21 Introductions: Staff and guests were introduced.

22 Guest Comments: Alysha Devine of UAA handed out evaluation forms to the Board Members;  
23 dealing with their community involvement; these are to filled out and returned to Malorie  
24 Spreen.

25 Sid Atwood mentioned that he was part of the class at UAA coordinating the various evaluation  
26 forms, including those for fitness participants.

27 Agenda:

28 *Nancy Groszek moved and Sally Ann Carey seconded that the Agenda be approved with two*  
29 *additions: a Fitness Committee report and an Advisory Committee report; motion passed*  
30 *unanimously.*

31 Minutes from Prior Meeting:

32 *Nancy Groszek moved and Calvin Williams seconded that the minutes for the Board of Director's*  
33 *meeting dated October 11, 2017 be approved. Motion passed unanimously.*

34 Municipal Liaison Comments: (Nancy Anderson, absent): Rebecca Parker is working with the  
35 MOA on their supplying a letter of support for a grant focusing on the homeless project. There  
36 will be an Assembly budget vote on 11/21 including the ASAC allocation; so far as is known to  
37 date, this allocation is unchanged.

38 COMMITTEE REPORTS: STANDING COMMITTEES

39 Endowment: (Matt Blattmachr, absent): a filed report showed the fund at greater than \$4.4  
40 million. There will be a Trustees meeting tomorrow to discuss the holdings; currently there are more

41 stocks than bonds.

42 Executive Committee: (Kris Warren) — No report.

43 Finance (Kris Warren for Rebecca Mahaney) The Finance Committee met on Monday and  
44 reviewed and approved the September report showing that ASAC is in the red for the month of  
45 September, although still in the black for the year. Matters are expected to improve next month, with a  
46 very successful NRA dinner catered by ASAC. *Nancy Groszek moved acceptance of the*  
47 *September 2017 finance report; seconded by Sally Ann Carey; the motion was approved*  
48 *unanimously.*

49 Membership/Outreach (Judy Brady): Sally Ann Carey will commence as chair of this committee.  
50 She would like someone from each committee dealing with membership matters to serve on this  
51 committee as well.

52 Three letters are being sent to members eligible for membership renewal; these will be followed by a  
53 phone call if necessary.

54 Ideas are being developed to help to integrate new members, including a welcome, tours of the  
55 facility, etc.

56 Operations (Judy Brady): no report.

57 Fitness (Nancy Groszek): There was a request for the Center to be open for fitness activities during the  
58 Christmas break; this will be considered by Management.

#### 59 AD HOC COMMITTEES

60 Self-Assessment (Lynn Paterna): On 11/28, there will be a report by the student committees on the  
61 evaluation forms at 4PM at the senior center.

62 Gift Shop (Sally Ann Carey): The Committee will meet in mid-November to begin discussion of  
63 what changes should be made and how these might be accomplished.

64 Facilities and Engineering Report (Sid Atwood): This committee meets the first Wednesday of  
65 each month at 1 pm, and is actively seeking new members. Parking lot renovations have decreased  
66 the amount of ice in the parking lot. ASAC kitchen scored 96 on a recent MOA health inspection.

#### 67 GENERAL MANAGER'S REPORT (Highlights)

68 (A more complete General Manager's report is considered incorporated within these minutes.) 35<sup>6</sup>  
69 Anniversary Committee: The committee will meet again in January. Sally Robertson and Celeste  
70 Benson are compiling historical photos and printed materials for the event. Fund Development: Ken  
71 Miller is working with staff to enable a direct mail piece going out to 5000 friends, donors and  
72 members.

73 2018 Gala: Will be held again at the Atwood Estate, tentative date of June 13, 2018. Medicare Grant:  
74 ASAC is applying for a grant to pay for a half-time Medicare assistant. This is the first time any  
75 organization from Alaska has applied for this grant.

#### 76 ADVISORY COUNCIL

77 Lanie Fleischer expressed support of the Advisory Council for the work of the ASAC Board.

78 OLD BUSINESS

79 Safety Issues: Sally Ann Carey will be joining the Facilities and Engineering Committee to advise  
80 on HSE (Health, Safety and Environmental) issues. ASAC is hoping to get a grant for external video  
81 cameras.

82 Board Orientation/Training: a date has still not been established for Karen Hunt to present this  
83 training to new and existing Board members., which will focus on relationship building. It was  
84 suggested that the date of a Board meeting might be appropriate, if possible. It was also suggested  
85 that various Committee chairs might also benefit from this training.

86 NEW BUSINESS

87 2018 Operating Budget (Stephanie Rose): Stephanie presented a draft of the 2018 Operating  
88 Budget. Stephanie reminded the Board that the Budget is a tool that can be changed as needed. There is  
89 a slight reduction in the personnel area and other adjustments are needed. This draft will be  
90 reviewed by Board members and further discussed at the December BOD meeting.

91 DIRECTOR'S COMMENTS

92 A question of whether ASAC is eligible for Medicare's Silver Sneakers program was raised.  
93 Rebecca Parker responded that the Center had applied for this program, but was told there was no  
94 further need in the Anchorage area.

95 ADJOURNMENT

96 *It was moved by Sally Ann Carey; seconded by Nancy Groszek that the Board meeting be*  
97 *adjourned at 12:10 p.m. This was unanimously approved.*

98 Minutes Submitted by:

99

100 Mary E. Shields, Secretary  
101 (per Recording Secretary)

102

103 ACTION ITEMS

104 Beer and Wine License: Application to be completed and submitted in January 2018.

105 Board Orientation/Training: a date needs to be set for this training.

106 Panic Buttons: Rebecca Parker will discuss with APD.

107

108 Proposed Board Meeting Dates for 2017\* and 2018\*:

2017 Meetings: 12/13/17

2018 Meetings:

1/10/18	2/14/18	3/14/18	4/11/18	5/9/18	6/13/18
7/11/18	8/8/18	9/12/18	10/10/18	11/14/18	12/12/18

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