

**ANCHORAGE SENIOR ACTIVITY CENTER  
ANCHOR-AGE CENTER, Inc.  
Board of Directors Meeting  
January 10, 2018**

**ATTENDANCE**

**Board Members Present:** Kris Warren (President); Judy Brady (Vice-President); Mary Shields (Secretary); Rebecca Mahaney (Treasurer); Sally Ann Carey; Tom Brennan; Calvin Williams; Lynn Paterna; Jim Bailey; Paula Pawlowski

**Board Members Excused:** Nancy Groszek

**Recording Secretary:** Eileen (Nicky) Nickoloff

**Endowment Trust Representative:** Spencer Wilson (Merrill Lynch)

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

**Municipality of Anchorage Representative:** Nancy Anderson

**Guests:** Gordon Glaser (Past-President); Linda Cooper; Ken Miller (President, Denali Fundraising Consultants)

**Call to Order:** The meeting was called to order by Kris Warren, President, on 01/10/2018 at 10:04 a.m. after a roll call was taken by the Secretary and it was determined that a quorum was present and business could be conducted.

**Introductions:** Staff and guests were introduced.

**Guest Comments:**

Malorie Spreen shared two radio interviews done by Anne Hillman, a reporter from KSKA 91.1 FM on December 8 and December 11. These were “Preventing Problems with Exercises for Elders” and “Joys and Challenges of Aging in Alaska”.

**Agenda:**

*Mary Shields moved and Sally Ann Carey seconded that the Agenda be approved as written; approved unanimously.*

**Minutes from Prior Meeting:**

*Mary Shields moved and Rebecca Mahaney seconded that the minutes for the Board of Director’s meeting dated December 13, 2017 be approved. Motion passed unanimously.*

**Municipal Liaison Comments: (Nancy Anderson):** the MOA liaison position has changed from when it was held by David Levy and she will not attend ASAC Board meetings unless requested. Nancy Anderson is the Program Manager for the Aging and Disability Resource Center (ADRC). She and her team prescreen for Medicaid and serve the homeless; they act as resource specialists helping people find available resources and as a disaster response team.

**Fund Development Report:** Ken Miller, who works with numerous non-profits discussed considerations for fund raising. There is a need to know who the donors are: these can be individuals or organizations, there is a need to increase the donations of those who have not yet been involved. Major donors are considered those who have aggregate donations of greater than \$500/year. Things have changed, with more contacts being on-line than there used to be. There are over 200 organizations that fund in the state of Alaska, but you have to submit RFFs (requests for funding/support). It is essential to network by joining professional associations.

39 **COMMITTEE REPORTS: STANDING COMMITTEES**

40 **Endowment: (Spencer Wilson):** a filed report showed the fund as of December 2017 at  
41 approximately \$4.5 million, with a return for the year of 13.8%.

42 **Executive Committee: (Kris Warren)** – the plans for the trip to Juneau in February for the  
43 Alaska Commission on Aging were discussed.

44 **Finance (Rebecca Mahaney)** – The Finance Committee met on Monday and reviewed and  
45 approved the November report showing that ASAC is in the black for the month as well as in the  
46 black for the year. *Rebecca Mahaney moved acceptance of the November 2017 finance report,*  
47 *seconded by Tom Brennan; the motion was approved unanimously.*

48 **Membership/Outreach (Sally Ann Carey):** The committee has drafted invitations to chairs of  
49 other Committees to join in this effort. They are still making phone calls to those whose  
50 membership has expired.

51 **Operations (Judy Brady):** no report.

52 **Fitness (Nancy Groszek):** in Nancy’s absence, Nicky Nickoloff informed the Board that the  
53 Charity Walk has been cancelled for 2018. Since this has been the main source of income for the  
54 Fitness department, monies may need to be allocated for maintenance and replacement of fitness  
55 equipment.

56 **Facilities and Engineering Report (Sally Ann Carey):** This committee meets the first  
57 Wednesday of each month at 1 pm, and is actively seeking new members. Sally Ann and Gordon  
58 Glaser are looking into the possibility of making ASAC a center in case of a state of emergency.

59 **AD HOC COMMITTEES**

60 **Self-Assessment (Lynn Paterna):** Dr. Chase at UAA is giving Lynn all the information  
61 collected by the UAA students. This will be a great asset when ASAC applies for reaccreditation.

62 **Gift Shop (Sally Ann Carey):** change to the gift shop is a work in progress. The Committee is  
63 looking at other areas of the Center where parts or all of the gift shop might be relocated.

64 **GENERAL MANAGER’S REPORT (Highlights)**

65 (A more complete General Manager’s report is considered incorporated within these minutes).

66 **Health Safety and Emergency Planning:** A meeting was held by Gordon Glaser, Sally Ann  
67 Carey and Bob Carmichael to review an Emergency and Safety Plan for the Center.  
68 Representatives from the Anchorage Police Department and the Fire Department will attend a  
69 meeting of all employees in January.

70 **Gala Committee:** the Committee is forwarding Honorary Chair nominees to the Board for  
71 consideration.

72 **2018 Advertising:** to date, LPI (which now publishes the *Borealis*), has raised \$17,000 in  
73 advertising by the end of the year and the *Borealis* is expanding from 20 to 24 pages. It will not  
74 cost the Center more to add pages. When the amount of advertising reaches \$20,000, ASAC will  
75 begin earning revenue from LPI.

76 **OLD BUSINESS**

77 **Beer and Wine License:** work on this application will proceed.

78 **NEW BUSINESS**

79 **Legislative/Administrative trip to Juneau, February 4-6:** Gordon Glaser discussed the trip to  
80 Juneau, for the purpose of establishing personal relationships with Legislators. At present, those  
81 attending include Gordon, Rebecca Parker, Rebecca Mahaney, Mary Shields, Kris Warren and  
82 Lynn Paterna.

83 **ADJOURNMENT**

84 *It was moved by Lynn Paterna, seconded by Mary Shields, that the Board meeting be*  
85 *adjourned at 12:30 p.m. This was unanimously approved.*

86  
87 **Minutes Submitted by:**

88 *Mary E. Shields*  
89 Mary E. Shields, Secretary  
90 (per Recording Secretary)  
91  
92

93 **ACTION ITEMS**

94 **Beer and Wine License:** Application to be completed and submitted in early 2018.  
95 **Board Orientation/Training:** a date needs to be set for this training, possibly in April.  
96 **Panic Buttons:** Rebecca Parker will discuss with APD.  
97

98 **Proposed Board Meeting Dates for 2018\*:**

99 **2018 Meetings:**

100	2/14/18	3/14/18	4/11/18	5/9/18	6/13/18	7/11/18
101	8/8/18	9/12/18	10/10/18	11/14/18	12/12/18	

102  
103 \*Dates are subject to change due to holidays or other unexpected occurrences.