

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
June 20, 2018

1 **ATTENDANCE**

2 **Board Members Present:** Kris Warren (President), Judy Brady (Vice President), Mary Shields
3 (Secretary), Calvin Williams, Jim Bailey, Tom Brennan, Lynn Paterna, Nancy Groszek, Paula
4 Pawlowski

5 **Board Members Excused:** Rebecca Mahaney (Treasurer) and Micky Becker

6 **Board Members Absent:**

7 **Recording Secretary:** L. Cooper

8 **Endowment Trust Representative:** Matt Blattmachr — Chair, Endowment Board of Trustees

9 **ASAC Staff:** Rebecca (Becky) Parker (General Manager), Stephanie Rose (Finance/Admin
10 Director)

11 **Municipality of Anchorage Representative:** None at this meeting

12 **Guests:** Gordon Glaser (Past-President)

13

14 **Call to Order:** The meeting was called to order by Kris Warren, President, on 06/20/2018 at
15 10:00 a.m. A roll call was taken by the Secretary and it was determined that a quorum was
16 present and business could be conducted.

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

18 **Guest Comments:** none.

19 **Agenda:**

20 *Tom Brennan moved and Calvin Williams seconded that the Agenda be approved as written;*
21 *approved unanimously.*

22 **Minutes from Prior Meeting:**

23 *Paula Pawlowski moved and Jim Bailey seconded that the minutes for the Board of Director's*
24 *meeting dated May 9, 2018 be approved. Motion passed unanimously.*

25 **COMMITTEE REPORTS: STANDING COMMITTEES**

26 **Endowment: (Matt Blattmachr):** Mr. Blattmachr reporting for the Endowment Board of
27 Trustees noted that while the market is somewhat volatile, no changes are currently
28 recommended. As of 6/20/18, the account is down .5% so far this year. Total assets are currently
29 \$4.48 million.

30 **Executive Committee: (Kris Warren)** — Meeting held dealt almost exclusively with Gala
31 matters.

32 **Finance (Rebecca Mahaney)** — No report this month. Proceeds from Gala are still being
33 reviewed.

34 **Membership/Outreach:** No report.

35 **Operations (Judy Brady):** No report.

36 **Fitness (Nancy Groszek):** No report. The Committee will not meet during June, July and
37 August.

38 **Facilities and Engineering (Gordon Glaser):** Planning continues for center-wide carpet

39 replacement by MOA. Shop cleaning is underway. ASAC is seeking to purchase additional lawn
40 care equipment. Contract for pigeon removal continues under review.

41 **AD HOC COMMITTEES**

42 **Self-Assessment (Lynn Paterna):** Work continues and the next meeting is June 27 at 2:30.
43 Malorie's extensive work with and completion of Standards booklet for the Center and for each
44 department are proving most helpful.

45 **Gift Shop (Malorie Spreen):** No report.

46 **EXECUTIVE DIRECTOR'S REPORT (Highlights)**

47 (A more complete Executive Director's report is considered incorporated within these minutes).

48 **Staff Changes:** Three staff members are leaving and will be sorely missed: Malorie
49 Spreen (Program Operations/Director), Bobby Taylor (Special Projects), and Christopher Knight
50 (Culinary Manager). Farewell ceremonies are planned for each. Interviews for filling Health
51 and Wellness Coordinator position are underway.

52 **Prop 7 Facility Upgrades:** Full-scale carpet replacement will begin soon as a result of Prop
53 7 funding and capital improvements for 2019 will be reviewed in a meeting with MOA
54 officials on June 21st.

55 **Advocacy:** -Governor and Mrs. Walker attended both the Gala on June 13th and a member's
56 birthday party at the center on June 13th. -The Commission on Aging reported at the June 15th
57 meeting of the Aget Board that some 3500 survey responses have been received indicating that
58 seniors' primary concerns are food, affordable housing, access to health care, and
59 transportation. - Governor Walker asked that the CEO join the State of Alaska SERVE
60 ALASKA Commission (which includes America Corps).

61 **Gala Committee Report:** This year's Gala exceeded all expectations with gross income
62 of \$192,000, up from last year's \$104,000. Planning was extensive and exhaustive with
63 thanks extended to many, including the local Rotarians.

64 **Fund Development:** -The Endowment Trustees are planning seminars on Planned Giving to
65 attract prospective donors and Bob Tannahill with First National Bank Alaska will be entertaining
66 a request for sponsorship of an Endowment Trust donor recognition event at ASAC in the
67 2018-2019 timeframe.

68 Approximately \$11,000 was received from the library/book, fabric and plant sale. Staffing
69 and office space planning for the Medicare Counseling and Outreach Grant program is
70 underway with the program to begin July 1 for FY 2018-19. Award of a \$31,888 grant from the
71 AK Department of Health and Social Services to ASAC for Nutrition, Transportation and Support
72 Services is underway with the search for a contract nutritionist to assist ASAC with meal
73 planning. A \$5,000 grant from the State of Alaska Public Health Department for a 2018 Fall
74 Prevention Program at ASAC is anticipated to be a major fall event in September. A
75 proposal is being prepared to meet ConocoPhillips' July 15th deadline for \$5,000 for health
76 and wellness programs. There is also the potential of a challenge grant of up to \$100,000 with
77 them.

78 **OLD BUSINESS**

79 **Beer and Wine License:** fingerprinting of the Board officers and certain staff members

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80 continues for completion of the license application. Once complete, forms will be submitted and
81 a diligently- prepared checklist will guide progress on this goal.

82 **New officers:** planning continues for replacement of all four Board officers (President,
83 Vice- President, Secretary, and Treasurer) as required next month. While some current
84 officers may continue to serve, Kris (President) and Rebecca (Treasurer) must be replaced due
85 to term limits. In accordance with the Bylaws, they may continue to serve until a replacement
86 has been elected for their positions.

87 **New Board members:** Nominations for Board positions are due the end of July. Packets
88 for potential nominees will be available on July 3.

89 **Housing Fair:** Providence Hospital will not conduct a Housing Fair as ASAC this August
90 as previously planned but will do so in 2019.

91 **NEW BUSINESS** Farmer's Market coupons being distributed today at ASAC are being well-
92 received.

93 **DIRECTOR COMMENTS** Paula Pawlowski continues her work on the 4e Anniversary
94 celebration of the Anchorage Sister's City Commission which will start September 5th and
95 involve a series of speakers. The Secretary will prepare and the Chair will send a letter to UAA
96 pointing out the value of LJAA's role in the community and noting, in particular, Lynn Paterna's
97 service on the Board. Lunch time barbecues will resume in July on Fridays from 11-2.

98 **ADJOURNMENT** *It was moved by Nancy Groszek, seconded by Jim Bailey, that the Board*
99 *meeting be adjourned at 11:30 p.m. This was unanimously approved.*

Minutes Submitted by
Mary E. Shield, Secretary
(per Recording Secretary)

Proposed Board Meeting Dates for 2018*: 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.