

1 ANCHORAGE SENIOR ACTIVITY CENTER

2 ANCHOR-AGE CENTER, Inc.

3 Board of Directors Meeting

4 November 14, 2018

5

6 **CALL TO ORDER**

7 The meeting was called to order at 10:03 AM by Gordon Glaser.

8 **ATTENDANCE**

9 Rebecca Mahaney, (Secretary) took roll call and it was determined that a quorum was present.

10 Roll Call: Nancy Groszek, Jim Bailey, Cal Williams, Mary Shields (Vice President), Rebecca
11 Mahaney (Secretary), Gordon Glaser (President), Kris Warren (Treasurer), Micky Becker, Paula
12 Pawlowski, Tom Brennan, Lynn Paterna

13 Board Members Excused:

14 Board Members Absent:

15 Recording Secretary: Kaire Speers

16 Endowment Trust Representative: Not present

17 ASAC Staff: Rebecca (Becky) Parker (Executive Director), Stephanie Rose
18 (Finance/Administrative Director), Kaire Speers (Executive Administrative Assistant)

19 Municipality of Anchorage Representative: Not present

20 Guests: Erin Fejes, Nutritionist ASAC, Patrick Curtis, Health and Wellness Program Director

21 **INTRODUCTIONS:** Patrick introduced Erin Fejes as the new nutritionist here at ASAC.

22 **AGENDA:**

23 Tom moved and Rebecca seconded that agenda be approved as written. Motion passed.

24 **PAST MEETING MINUTES:**

25 • Nancy moved to approve past meeting minutes and Tom seconded. Motion to accept, was
26 approved.

27 **MUNICIPAL LIAISON COMMENTS:**

28 • MOA Representative was not present.

29

30 **COMMITTEE REPORTS:**

31 ***Endowment Committee***

- 32
 - Nothing to report

33 ***Executive Committee***

- 34
 - Open Forum will be held November 14, 2018 at 1:30 PM, during social hour.
 - We are looking into new employee badges/cards.
 - There is a handout of a sample Board Evaluation. For December's meeting please have the form evaluated and mark up with any changes that are needed to make the sample more relevant to ASAC Board.

39 ***Finance (see attached reports)***

- 40
 - Kris referred the Board to the Net Income handout. Micky moved to approve and Jim seconded. Motion to approve Net Income passed.
 - 2017 Tax return is complete, Kris moved to approve and Mary seconded. Motion to approve 2017 Tax return passed.
 - ASAC has begun to look into providing a Simple IRA plan for employees, with a 3% match. This will be further discussed in December's meeting. The resolution number to introduce this is ASAC 2018-13.
 - In researching if there was a previous 401K type program it was discovered that there was a 403B program and that there was money in the account. The staff members that have money in the account will be contacted as the account will be closed when the Simple IRA plan is put into effect. Resolution number ASAC 2018-12 is for close the 403B program.
 - Oath of Office and Signatures cards are currently being updated.
 - 2019 Proposed Budget will be discussed and voted on in December's board meeting.
 - Fabric Sale brought in \$4,900.19
 - Book Sale brought in \$7,962.00

56 ***Membership***

- 57
 - Paula will be the Board liaison for Membership and Outreach.

58 ***Operations***

- 59
 - No report

60 ***Fitness***

- 61
 - Fitness department will be held Saturday November 10th. There are 35 volunteers at this time and a potluck will be held afterwards.
 - Stephanie has been asked to attend the next Fitness meeting to go over the financials with the committee.

65

66 **Facilities**

- 67 • ASAC is going to be on an upcoming bond issue for 2.2 million dollars. This will include
- 68 ADA compliant bathrooms, fixing the roof in the main entrance area, completing the
- 69 carpet installation, and updates to the garage.
- 70 • New chairs and tables are now in the Gerardy Room.
- 71 • We are currently working on a Level 1 Grant with the Rasmussen Foundation.

72 **Ad Hoc (see attached report)**

- 73 • Refer to Patrick's report

74 **GENERAL MANAGER REPORT – Becky Parker (see attached report)**

75 **OLD BUSINESS**

- 76 • Beer and Wine permit has been completed. Next step is to contact ADN to find out when the
- 77 announcement will appear and then run the announcement for three consecutive weeks.
- 78 Resolution for Beer and Wine Permit ASAC 2018-11. Motion to approve resolution ASAC 2018-
- 79 11 Mary and Nancy seconded. Motion to approve resolution ASAC 2018-11 passed.
- 80 • With the election of new officers new signature cards need to be updated. Resolution ASAC
- 81 2018-14, Mary moved to approve, Micky seconded. Motion to approve ASAC 2018-14 passed.

82 **NEW BUSINESS**

83 **DIRECTOR COMMENTS**

- 84 • Jim – Monthly
- 85 • Cal – Is now the ASAC BOD liaison at the Fairview Community Council
- 86 • Tom – Thank you for changing the Membership/Outreach meeting from Wednesday's.
- 87 • Gordon – ASAC will start holding a Memory Café starting December 13th and it will be held the
- 88 2nd Thursday of the month. Memory Café is in conjunction with Alzheimer's Resource of Alaska.

89 Celebration of life for Michelle Mayott will be held November 24th at ASAC from 2:00 – 4:00 PM

90 Christmas Holiday dinner will be held December 15th.

91 **ADJOURNMENT**

92 It was moved by Micky that the Board meeting be adjourned at 12:00 p.m., seconded by Nancy.
93 Motion approved unanimously.

94 **Minutes Submitted by:**

95 *Paula Pawlewski, Acting Secretary*

96 Rebecca Mahaney, Secretary

97 (Per Recording Secretary)

98

99 Proposed Board Meeting Dates for 2018*:

100 09/12/18 10/10/18 11/14/18 12/12/18