

1 ANCHORAGE SENIOR ACTIVITY CENTER

2 ANCHOR-AGE CENTER, Inc.

3 Board of Directors Meeting

4 January 9, 2019

5

6 **CALL TO ORDER**

- 7 • The meeting was called to order at 10:00 AM by Mary Shields.

8 **ATTENDANCE**

- 9 • Rebecca Mahaney, (Secretary) took roll call.
- 10 ○ Mary Shields (Vice President), Rebecca Mahaney (Secretary), Kris Warren (Treasurer),
- 11 Micky Becker, Paula Pawlowski, Cal Williams, Jim Bailey, Nancy Groszek, Lynn Paterna
- 12 • Board Members Excused: Gordon Glaser (President), Tom Brennan
- 13 • Recording Secretary: Kaire Speers
- 14 • Endowment Trust Representative: Matt Blattmacher - Not present
- 15 • ASAC Staff: Rebecca (Becky) Parker (Executive Director), Stephanie Rose
- 16 (Finance/Administrative Director), Kaire Speers (Executive Administrative Assistant), Don Heflin
- 17 (Operations Manager)
- 18 • Municipality of Anchorage Representative: Maureen Haggblom - Not present
- 19 • Guests: Patricia Kate White

20 **AGENDA:**

- 21 • Nancy moved and Jim seconded that agenda be approved as written. Motion passed.

22 **PAST MEETING MINUTES:**

- 23 • Rebecca moved to approve past meeting minutes and Kris seconded. Motion to accept and
- 24 motion was passed.

25 **MUNICIPAL LIAISON COMMENTS:**

- 26 • MOA Representative Maureen Haggblom – Not present.

27 **COMMITTEE REPORTS:**

28 ***Endowment Committee***

- 29 • Matt Blattmacher – Not present, no report.

30 ***Executive Committee***

- 31 • All board members need to have new badges created and have been asked to please
- 32 wear them while at the Center.

- 33                   • Please complete the board evaluations that Gordon sent out. You can email the  
34 completed evaluations to Gordon or Becky. You can also give a hard copy to Becky if  
35 that is preferred. Rebecca will send an email to remind all board members that  
36 evaluations need to be completed by January 15, 2019.

37                   ***Finance (see attached reports)***

- 38                   • Kris referred the Board to the financial handouts: Kris moved to approve the Net  
39 Income report; Micky seconded. Motion to approve Net Income passed.  
40                   • Arctic Rose had one day of losses due to the center closing on November 30<sup>th</sup> because of  
41 the earthquake.  
42                   • Kids Corps was also closed for a week due to the earthquake.

43                   ***Membership and Outreach***

- 44                   • The first membership meeting will be held January 9<sup>th</sup> from 1:00 – 2:00 PM with  
45 membership calls to follow. Paula stated that the Membership and Outreach  
46 committee will be setting goals for 2019.  
47                   • Membership and Outreach meeting will be changed to the second Wednesday of the  
48 month, following the Board meeting and Thursday's will be scheduled for membership  
49 calls.  
50                   • Lisa Smith will take the minutes for the meetings and then send out to committee  
51 members.  
52                   • Julie and Patrick are working on a better way to identify actual new members to the  
53 center versus members that are just renewing. At this time members that renew are  
54 sorted/classified as new members.  
55                   • Kris stated that this was the first year he had received a letter to remind him to renew  
56 and appreciated the staff's effort in sending out renewal letters to all the members.  
57                   • Renewal letters are sent the month that members need to renew, if members have not  
58 renewed after one month the Membership and Outreach committee will then call them  
59 to ask them if they would like to renew.

60                   ***Operations***

- 61                   • Mary did not have a report.

62                   ***Fitness***

- 63                   • Nancy stated that the committee voted to increase membership at this time from 10  
64 members to 12.  
65                   • Fitness equipment cleaning is scheduled for May 4, 2019.  
66                   • The fitness holiday potluck is scheduled for December 6<sup>th</sup>.

67                   ***Facilities***

- 68                   • Don Heflin has requested that the Municipality come and look through the building one  
69 more time since the earthquake.  
70                   • Need to walk through the building and repair/repaint areas that cracked in the  
71 earthquake.

- 72                   • There is a gas vapor issue in one of the offices. This is due to the fact that the intake and  
73                   release valve is located directly under the office window. The ambient temperature has  
74                   been incredibly cold causing the gas to build up; the office is being monitored with a gas  
75                   detection alarm and so far has not registered any detectable levels.  
76                   • Don has been working with Bob Carmichael in creating an Emergency Action Plan for the  
77                   Center. Board members have been asked to review and have  
78                   comments/changes/concerns ready to present February 20, 2019.

79                   ***Ad Hoc***

- 80                   • Julie Taylor, CEO of Alaska Regional is a new member of the Gala committee.  
81                   • First Gala committee meeting will be held Tuesday, January 15<sup>th</sup> at 5:00 PM and the  
82                   Anchorage Petroleum Club.

83                   ***Self-Assessment***

- 84                   • Lynn reported that committee meeting will now be changed to the last Thursday of each  
85                   month, times are 3:00 – 4:00 PM.  
86                   • Patrick is contacting Dr. Chase to have his class come and evaluate the Center this  
87                   semester and turn in assessments as the National accreditation period approaches in  
88                   2020.

89                   **EXECUTIVE DIRECTOR REPORT – Becky Parker (report was distributed during meeting)**

- 90                   • Contained in Executive Director’s report are the dates for the Juneau Fly-In to meet with the  
91                   Legislators. There was much discussion regarding the fly-in and expectations for all board  
92                   members that will attend.

93                   **OLD BUSINESS**

- 94                   • Stephanie has received the affidavit from the Anchorage Daily News regarding the posting of the  
95                   beer and wine permit.  
96                   • Representative Les Gara has been contacted to write a letter in support of the Center having the  
97                   permit. Once the letter has been received by Stephanie the paper work will be submitted to the  
98                   State.

99                   **NEW BUSINESS**

- 100                   • None

101                   **DIRECTOR COMMENTS**

- 102                   • Board members thanked Center staff for the good job that they have been doing.  
103                   • Micky reminded board members that it is a good time to recruit for items for the Gala along  
104                   with selling tables.  
105                   • Becky also recognized the great job that staff has been doing.

106                   **ADJOURNMENT**

107                   ***It was moved by Nancy, seconded by Jim that the Board meeting be adjourned at 11:13 a.m.. Motion***  
108                   ***passed unanimously.***

109 **Minutes Submitted by:**

110 *Paula Paulowich, Acting Secretary*

111 **Rebecca Mahaney, Secretary**

112 (Recording Secretary)

113

114 **Proposed Board Meeting Dates for 2019\*:**

115 ~~1/09/2019~~ 2/20/19 3/13/2019 4/10/2019