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Anchorage Senior Activity Center
Minutes for Board of Director's Meeting
Wednesday October 4, 2020 at 10:00am
Via Teleconference/Zoom or Live

Meeting convened to order by Gordon Glaser at 10:00am

Roll Call: Gordon Glaser, Mary Shields, Micky Becker, Kris Warren, Jim Bailey, Judy Brady, Tom Brennan, Nancy Groszek, Wanda Peel, Kurt Steinert, Joe Mathis, Karen Quirk, Pat Blakney

Excused: Paula Pawlowski

Absent: Vera Crews

Staff: Stephanie Rose, Valerie Jackson; Rebecca Parker arrived at the meeting around 10:30am.

Agenda Approval – Gordon explained that all formal reports will be under 10 minutes – appointed Karen Quirk as timekeeper to assess a 2-minute warning if necessary, to speakers.

Move to accept agenda by Micky Becker seconded by Tom Brennan; approved unanimously.

Past Minutes – moved to approve by Micky – second by Joe with unanimous approval.

Mary did add that during the election process - Jim Bailey is the nominating chair and will present the slate of officers.

Executive Meeting: Gordon explained that there will be a special meeting before 11/15/20 as our taxes are due and we need to accept the 990. The 990 will be sent out to all board members and there will be an electronic vote to accept.

Endowment – no report submitted

MOA Liaison – Excused

29

30 **Finance** – Micky Becker and Stephanie Rose reported there will be no discussion
31 of line items as they were sent out by email to board members. It is important
32 that information sent out be reviewed by the board members and any questions
33 will be noted for discussion.

34 Audit report is completed.

35 ***Micky Becker moved to accept. Second by Jim Bailey.***

36 ***Motion passed.***

37

38 Net income in August is 12K and positive due to PPP which will be expended by
39 end of October.

40 There is a \$33K shortfall in the year to date budget as fundraising is down. A
41 Grant was denied by AK Community Foundation, but we are applying for smaller
42 grants for safety issues and a grant from the State for next year projects.

43 There has been profit in the restaurant this month however Fitness is level as the
44 income is down but also the expenses are too. \$3200 additional income from
45 Bingo. The BEC Grant will bring in \$60K for the 2021 budget. We received \$5000
46 from Carl Marrs.

47 ***Micky moved to accept coming from committee requires no second.***

48 **Membership** – Tom Brennan added to the emailed report that letters being sent
49 out to members are having very positive results. Suggested that we start
50 recruiting in the senior living centers – such as Aspen Creek (they have applied for
51 a business membership) and might be a good place to recruit new members. Judy
52 Brady added that contact is important. Good responses and the committee is
53 working on different ideas to reach out – said we have a highly active
54 membership committee and active chair.

55 **Facilities** – Kurt Steinert

- 56 1. Improvement/Renovation – 65% completed drawings
- 57 2. Skylight completed – submitted to building safety
- 58 3. Cleaned and painted the kitchen
- 59 4. Vehicles prepared for winter

- 60 5. COVID plan to enter the building – plexiglass, temp, list
- 61 6. Holiday lights
- 62 7. Heating system still a work in progress
- 63 8. Bob Carmichael joined committee and will set up a facility checklist.

64

65 **Election/Installation** – Karen Quirk installed as a new board member and
66 Paula Pawlowski and Jim Bailey were re-elected.

67 Jim Bailey listed the slate of officers:

68 President – Gordon Glaser

69 Vice-President – Mary Shields

70 Secretary – Paula Pawlowski

71 Treasurer – Micky Becker

72 Gordon and Mary asked the board if there were any additional nominations
73 for these positions – hearing none the above slate was approved and installed
74 to continue the work of this board to make the center a positive outlet for
75 Anchorage Seniors

76

77 **Operations**- Mary said that by laws and standing rules were sent out to board
78 members with language changes without board approval. The only change
79 that can be accepted is the wording of Becky Parker from general manger to
80 executive director.

81 ***Mary Shields moved to postpone any further changes to the December***
82 ***meeting until she can review. Second by Micky Becker***

83 ***Approved by board vote.***

84 **Executive Director** – Becky Parker

85 Board members received a full report by email, so she highlighted a few items.

86 Drive-by flu shots were in October some success

87 The website will be updated to be more interactive

88 The accreditation group from Washington DC will be in the center for a meeting
89 tomorrow.

90 We will again apply for a grant from AK Community FDN.

91 Age-Smart had a good zoom meeting with Lt Gov Kevin Meyer.

92 Met with NuVision Credit union to discuss the plans for the Veterans event on
93 11/6/2020 which they are the sponsors.

94

95 **AdHOC Committee:**

96 Kitchen – Stephanie Rose reports we are taking dinner orders one day in advance
97 and have had a good response from Constant Contact.

98 Outreach – Wanda reported on the Interfaith Council’s plans for a western
99 religion classes with panel discussion on religion and race.

100 Fairview elementary Is slotted to be named after the first teacher and first
101 principal in Alaska so there is now a process to rename East High after Bettye
102 Davis

103 Statement of Principles – copy of survey sent out – will make sure Becky gets a
104 copy. Gordon asked that when this duty is finished let him know as ad hoc
105 committees are temporary

106 Self-Assessment – no report working on recertification

107 Safety – **no report**

108 Advocacy – Jim Bailey reported that he has been attending numerous meetings of
109 other organizations concerning seniors. It is good to coordinate with them during
110 pandemic times. AARP has a statewide meeting Friday.

111 Eagle River/Chugiak Senior Center has no Covid issues yet – but does not currently
112 have any openings at the residential center. Wanda Peel will become a member
113 of Advocacy Committee.

114

115

116 **Old Business:**

117 **Beer and Wine License** – Stephanie Rose reported the non-conforming
118 application has been approved, the license is official, the bar is on the way and
119 once installed the health and sanitation inspection will take place. We did obtain
120 a waiver to have no fines regarding this long process on getting the license. Mary
121 Shields said though the long and short of it was that there was an update on
122 mostly everything at the center.

123 **PPP** –paperwork is being completed by Stephanie Rose, the \$30K must be
124 expended by end of October so funds will be used for payroll for
125 September/October. Micky Becker stated that cash flow projection without PPP
126 will be completed. Stephanie Rose has attended Foraker training and the 2021
127 Budget will be presented at the November meeting.

128 **New Business:**

129 Becky Parker said we are in Phase I – Medicare appoints only, and the fitness
130 center is not open yet – Tim Chin is not comfortable coming back in. We are now
131 offering to-go meals for \$12 a full dinner.

132 Before Phase II we will go back to the State and MOA

133 Kris Warren stated that we need to streamline the checking in process and
134 Gordon Glaser stated people have had trouble getting into the center

135 **Closing Remarks:** - Nancy Groszek thanked again for the certificate and that she
136 was enjoying the Starbucks

137 Kris Warren said he would welcome anyone taking over his position, but this was
138 not accepted. No other remarks from board members

139

140 ***Mary Shields moved to adjourn, and Jim Bailey seconded at 11:08am***