



Anchorage Senior Activity Center

Minutes for Board of Director's Meeting
Wednesday December 9, 2020 at 10 AM
Via Zoom or Live *

Convene Meeting: Gordon Glaser called the meeting to order at 10:04 a.m.

Roll Call:

Gordon Glaser, Mary Shields, Paula Pawlowski, Kris Warren, Judy Brady, Jim Bailey, Tom Brennan, Vera Crews, Joe Mathis, Wanda Peel, Karen Quirk, Pat Blakney, Maureen Haggblom.

Excused: Micky Becker, Wanda Peel, Kurt Steiner

Staff Present: Becky Parker, Stephanie Rose

Agenda Approval:

Moved to approve no objections agenda accepted as presented

Past Minutes (Nov Minutes and Sept Special BOD*)

November Minutes: Mary Shields moved to accept; Jim Bailey seconded.

No changes or discussion, minutes accepted without a vote.

Mary Shields moved to approve the September Special Meeting Minutes.

Joe Mathis seconded.

No discussion, no changes, minutes accepted unanimously.

Committee Reports

Executive Committee:

Review the agenda for today's meeting and discussed a bonus for executive director.

Endowment Report Kris Warren:

Reviewed the documents of how the center is paid. If the value of the fund is \$5million plus on December 31 and then the last five years is configured and then we would receive 4%. Kris is now the Chair of the Endowment Committee.

MOA Liaison - Maureen Haggblom:

Does not have a formal report from the Municipality, Aging and Disability center and the staff of seven is still working information and referrals for utility assistance, rental assistance, among others.

Gordon said we are interested in the Bond issue and would like to be involved. Last time we worked with a coalition. Maureen thought we did a good job of collaboration last year and hope to do the same this year.

Gordon voiced the vaccine distribution is a concern and please look at ways that we can be helpful, we did a drive by for flu shots that went well and perhaps we could do that again. And

44 if there will be a difference in the upcoming budget the sooner, we know the better we will be
45 able to adjust.

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47 Finance Committee/Budget revisions/ Budget Recommendations:

48 Joe Mathis for Micky Becker

49 Stephanie Rose reviewed the report that was sent to the board. Review the notes net loss of
50 net income of 62 for the year. We saw the last \$12,000 of the PPP money but received a
51 \$15,000 grant for November payroll and \$30,000 and can be used to offset payroll and
52 operations for December. Net income in restaurant, Kids Corps working all right. Started
53 curbside meals. We will have 200 baskets to give away to those in need. We have a quote
54 coming in for tablets so we can check them out. We have ordered items, plexiglass for
55 computer lab and maintenance is building them. Atwood has requested a grant in February.
56 Annual ask has gone out and donations are coming in both in mail and online.

57 Highlights of budget

58 Put together based on actuals and 2020 budget and we reduced the budget by about \$200, 000
59 less. Not budgeting for any catering and are in the process of setting up online for gift shop.
60 Income lowered membership and fitness by about 50% and removed the Pioneer Stories as an
61 expense.

62 Judy questioned thank you for the work on the budget, what are your biggest concerns for next
63 year? Becky is that if we don't open by June and there is no PPP money it will be tight, but we
64 think we can make it through.

65 Stephanie is totally understanding of why we are not open and appreciate that decision.

66 Karen Quirk, what does the acid test mean? Basically, this determines do we have enough
67 assets to pay our bills.

68 ***Micky moved to accept the report which was done.***

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70 Membership Committee – Paula Pawlowski

71 Presented membership numbers with no questions. will be meeting later today – will review
72 2021 goals – the numbers are good, and we continue to reach out and touch our members –
73 another letter in January – Becky and Gordon encouraged sending out a Holiday card.

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75 Facilities –Kurt Steinert

76 Gordon started off with Bond issue and we are working through the process for bidding.
77 Skylights and tarp is on.

78 Becky had a meeting with the project manager. Did select flooring and tiles for bathrooms. The
79 men's rooms will have plexiglass between urinal, and we have a request for grab bars, we will
80 see what is possible.

81 We may have to select a different carpet because manufactures frequently discontinue
82 selection from one year to the next.

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84 Operations Committee – Mary Shields

85 No but will get together with Micky after the holidays.

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88 Executive Director Report – Becky Parker

89 Becky asked that we refer to her written report for details.

90 Good Age Smart meeting can still have individualized nutrition meetings with Amy, grateful for
91 staff and everyone is well and working. Patrick sent out email asking for board participants for
92 Friday with students from Lake Hood Elementary.

93

94 **Ad Hoc Committees:**

95 Kitchen Committee: Stephanie Rose - Joe Mathis

96 We are doing curb side delivery, definitely needed, free meals for veterans (50 in Nov) and
97 these will continue into December. Still doing United Way and Subway sandwiches for 65
98 meals on Monday. Holiday baskets (grant funded) will include a holiday meal as well as socks,
99 mittens, and gloves.

100 Outreach Update –Wanda Peel

101 No report, Wanda is excused.

102

103 Safety and Emergency – Paula Pawlowski

104 Julie continues to put articles in the Borealis monthly following the Safety.org website but also
105 do not try to shovel your driveway/walkway in one continuous time. Take frequent breaks and
106 drink water to stay hydrated.

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108 Advocacy- Jim Bailey

109 People are terrified of pandemic. He continues to attend monthly programs and meetings by
110 Zoom. July is scheduled for July. Patrick is doing a great job with the Age Smart gatherings.
111 Most meetings are skipping December and starting again in January.

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113 **Old Business:**

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115 Beer and Wine License – Status Report – Stephanie Rose

116 No old business was discussed.

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118 **New Business:**

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120 Re-open of facility planning & progress is still on hold Maureen will with the proposed Bond
121 language with the Municipality and the Center.

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131 ***Mary Shields moved into executive session Joe seconded to discuss personnel and financial***
132 ***matters.***

133 ***Moved into executive session.***

134 ***Moved out of executive session at 10:54 am.***

135 Gordon reported that the executive committee met and recommended a \$3000.00 bonus, a
136 onetime expense, for our executive director.

137 ***Jim Baily moved Joe Mathis seconded to approve the recommendation of \$3000.00 bonus for***
138 ***Executive Director.***

139 ***Motion passes.***

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141 ***Joe Mathis moved to adjourn. Mary Shields seconded for Adjournment.***

142 ***Adjourned at 10:57am***

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145 Next BOD Meeting: Wednesday, January 13, 2021

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