



Anchorage Senior Activity Center

Board of Director's Minutes

Via Zoom or Live *

Wednesday, October 13, 2021

Convene Meeting at 10:05 am by Gordon Glaser, President

Roll Call – Paula Pawlowski

Present: Gordon Glaser, Mary Shields, Paula Pawlowski, Micky Becker, Vera Crews, Joe Mathis, Karen Quirk, Kurt Steinert, Elsa Sargento, Kris Warren, Tom Brennan, Jim Bailey

Recording Secretary: Karen Quirk

MOA Liaison: Maureen Haggblom

Excused: Judy Brady, Stephanie (Haydn) Buchanan, Pat Blakney

Staff: Becky Parker, Stephanie Rose, Tabitha Karpow

Guests: Mary Jo Robinson, Phyllis Rhodes, Nancy Groszek

Agenda Approval: ***Upon Motion by Joe Mathis and Second by Kurt Steinert, agenda was adopted with no changes.***

Past Minutes: September 8, 2021

Joe Mathis moved to open discussion on the Minutes; Micky Becker seconded. Minutes were accepted with no objections or changes.

Committee Reports

Executive Committee: Gordon Glaser reported that the committee met on Monday, October 11 and reviewed the agenda, financials, and the audit report was sent out today with no major issues noted. We will vote on the audit report at the next meeting.

Endowment Report: Kris Warren

Kris reported that the account is at \$4.51M with some ground lost with transfer of dividend to the Senior Center. The dividend is calculated by value of the fund average over the last five years with the last year weight higher.

MOA Liaison Maureen Haggblom:

An emergency assembly ordinance regarding masking went out this morning. Programs that Maureen is handling are doing quite well including Aging & Disability Resource Center and Alzheimer's Resources of Alaska. Also many referrals have been made as to utilities and rental assistance. Gordon commented we would like ADRC to come back to ASAC for their meetings. Regarding masking the Center remains on the sidelines as communication has been somewhat delayed. Maureen added there is no mention in the ordinance about masking in municipal buildings. Becky stated a letter was sent to the mayor's office asking for an exception on mask

44 mandates. We do not have large groups coming into the Center now, and it was agreed that
45 we would hold on this for now.

46
47 *Finance Committee/Budget revisions/ Budget Recommendations:* Micky Becker and Stephanie
48 Rose.

49 Micky reported we do not have a formal financial statement this month since staff member has
50 been out ill. Two months' reports will be reviewed at the next meeting.

- 51 • We are at cash status of \$177k. This is after payroll. All bills have been paid including
52 utilities.
- 53 • For Medicare FY21 we have \$21,400 and FY22 for Medicare we got that as an increase
54 to \$109k. We received our first advance on that and will receive next check in
55 November.
- 56 • The Nutrition Grant FY21 has \$5k still outstanding and should be received any time.
57 FY22 grant is approved for \$42,681 including \$5k for the meal program. We have
58 received the first advance.
- 59 • The Benefit Enrollment grant we will receive final payment for FY21 of \$10k in
60 November. For FY22 we should be at \$120k for a two-year grant.
- 61 • FY21 meal grant was closed out at \$23k received.
- 62 • There is another grant from which \$131k will be received for a total of \$182k estimated
63 to come in this month.
- 64 • Micky asked Stephanie as to the CARES Act money received whether the 2nd PP plan
65 grant closed out yet as we have six months from July on this. Do we have to spend all
66 money at the end of the year or does it carry over? Micky also noted the Payroll
67 Protection Grants are actually loans. Stephanie replied that we no longer have any
68 money from that.
- 69 • Our emergency fund is at \$250k.

70 With no further discussion other than, as Gordon mentioned, regarding the meals, Micky
71 moved to accept the financial report with the understanding that the full financial report will be
72 presented at the next meeting.

73

74 *Membership Committee – Paula Pawlowski*

75 Last month a 14 person increase in members joining or rejoining. In August there were 20 who
76 joined who had not been members of the Center before. There have not been any reminders
77 for people to pay their dues, thus these numbers are for those people who voluntarily paid.
78 Total members is at 1,693 total. In July through September, a total of 470 people have taken
79 Fitness classes (189 virtual and 281 in-person classes). This is a monthly fee which is in addition
80 to membership fees. Mary Jo mentioned giving her sister a membership to do Fitness on Zoom
81 who is from outside the area. Kurt noted that this may be a marketing opportunity. Becky will
82 check with other centers in the State. Construction will begin in the Fitness Center in January
83 so this will be challenging. For in-person classes, masking is required. Gordon encouraged
84 Maureen to attend a Fitness Committee meeting. Nancy asked about pool walking exercises
85 resuming and the reply from Gordon was that Tim Chin's certification has expired. Paula

86 mentioned that program had been a national program and thus recertification would require
87 travel out of state and Tim is not interested. She asks the board to look at other alternatives.
88

89 *Facilities –Kurt Steinert and Becky Parker*

90 Becky and Milton Brown have been meeting with Kurt, the municipality and Gordon.

- 91 1) Restroom construction has begun.
- 92 2) Criterion is working on the Gift Shop.
- 93 3) Soffit area is still being worked on. Painting and replacing flashing which was not to
94 code is all completed.
- 95 4) Carpet which we originally ordered (Shaw) to be confirmed same as original.
- 96 5) January starts the Fitness expansion and appliances for the kitchen are hoped to be here
97 in time.
- 98 6) Criterion is wearing their masks while in the building.
- 99 7) The design for the four-vehicle storage area has begun.
- 100 8) There has been a delay in receiving the acoustic materials.
- 101 9) Sculpture placements have been outlined on the floor.

102 Tom Brennan asked when all the work will be expected to be complete to which Kurt hoped it
103 to be January except for kitchen appliances may need cuts in the concrete. The four-vehicle
104 bay will be next year some time. Milton has all the illustrations and the timeline.
105

106 *Operations Committee – Mary Shields*

107 Mary stated she is pleased that Joe will be in the Vice President position. She asks all the board
108 members to read the bylaws and operations manual. One change is to be made regarding
109 elections and this will be discussed in December.
110

111 *Executive Director Report – Becky Parker*

112 Pioneer Stories and oral histories are still being received. Website and work on Logo are being
113 done by LPI and another company. We will be doing a remembrance event in May before the
114 Gala with pictures of all members lost over these two years with inserts in the newsletter. Judy
115 Weimer’s family will update what they would like to see done. At the next meeting will discuss
116 “naming” opportunities and a committee will be put together. Patrick Curtis has accepted a
117 position at Arc of Anchorage as PR and Development Director.
118

119 *Ad Hoc Committees:*

120 Kitchen Committee Stephanie Rose /Joe Mathis:

121 Stephanie reviewed the history of the meals program and the monies spent as well as
122 additional grants becoming available. Micky pointed out that out of the center’s operating
123 budget we have spent \$10k since July. With a program that is of value to our community but
124 not in our budget, Micky urges board approval to continue the program through the end of
125 October and then revisit the subject in detail. The amount needed to continue until the end of
126 October is \$4k. There appears to be grant money which will become available but is not yet
127 forthcoming. **A motion was made by Jim and seconded by Tom to allow for spending to**
128 **complete the month of October. However, this motion was withdrawn. Another motion was**
129 **made by Micky and seconded by Kurt to spend up to \$14k in a line item change to fund the**

130 meal program until the end of October and then direct the Executive Committee to proceed
131 with a further review of this as soon as possible.

132

133 Advocacy: Jim Bailey

134 There were advocacy training opportunities made available to the board in recent months.

135 AgeSmart will have a presentation on Alzheimer's Disease on November 9.

136

137 **Old Business: New Officers of the Board were installed followed by that of new Board**
138 **Members. Recognition of outgoing officers and a program to honor them was had**
139 **celebrating their dedication and loyalty.**

140

141 **New Business:**

142 It was announced that Nancy Groszek and Phyllis Rhodes are appointed to the board.

143

144 ***Nancy Groszek moved to adjourn at 11:47 a.m.***

145 ***Joe Mathis seconded.***

146 ***Motion accepted by unanimous consent.***

147

148 **Next Board Meeting: Wednesday, November 10, 2021, at 10:00 am**