



Anchorage Senior Activity Center
Board of Director's Minutes
Via Zoom or Live *
Wednesday, December 8, 2021

8 Convene Meeting at 10:07 am by Paula Pawlowski, President

9 Roll Call – Karen Quirk

10 Present: Gordon Glaser, Paula Pawlowski, Micky Becker, Vera Crews, Joe Mathis, Karen Quirk,
11 Elsa Sargento, Kris Warren, Tom Brennan, Kurt Steinert, Phyllis Rhodes, Nancy Groszek, Judy
12 Brady

13 Secretary: Karen Quirk

14 MOA Liaison: Maureen Haggblom

15 Excused: Jim Bailey, Stephanie (Haydn) Buchanan

16 Staff: Rebecca Parker, Tabitha Karpow, Stephanie Rose

17 Guest: Pat Blakney

18 Safety Moment: **Care to be taken at entranceway due to icy conditions; note to drive**
19 **according to wintry road conditions.**

20

21 Agenda Approval: ***Upon Motion by Joe Mathis and Seconded by Tom Brennan, the Agenda***
22 ***was adopted with no changes.***

23

24 Past Minutes: November 10, 2021

25 ***Nancy Groszek moved to open discussion on the Minutes; Joe Mathis seconded. Minutes were***
26 ***accepted with no objections or changes.***

27

28 **Committee Reports**

29 ***Executive Committee:*** Meeting was held to review the Committee's agenda; input on issues
30 was to be requested by the Board at its next meeting regarding same. Paula reminded the
31 Board members about the retreat to be held all day January 12, 2022 with staff members
32 invited.

33

34 ***Endowment Committee:*** Kris Warren reported on the state of the accounts which were down
35 considerably due to a volatile market. No changes made and not to be concerned; \$200K was
36 converted to cash to cover payment to the ASAC if needed. Meeting of Endowment Committee
37 is always the 2nd Thursdays at Noon; all are invited. There is an opening on that Committee.

38 ***Motion by Joe Mathis to add Gordon Glaser to the Endowment Committee; Kurt Steinert***
39 ***seconded. The motion passed unanimously***

40

41 ***Maureen Haggblom (MOA):*** Maureen reported transitions at Health Department. Becky Parker
42 will make an appointment to meet the new health department director in January. Maureen
43 will be taking time off at the end of December as her mother just entered the care of hospice.

44

45 *Finance Committee:* Micky Becker outlined bullet points to the approval of budget and review
46 of financial statements through the end of October. (1) no net income coming from CARES; (2)
47 Alaska Community grant has been budgeted and to cover cost of meals program – however,
48 ASAC will pay back to itself the outlay of funds to cover meals program out of the coming grant
49 monies and remainder should pay for meals through June 2022. After a response by Judy Brady
50 on the budget being well done, Micky commented on it being a balanced budget even with
51 some difficulties encountered due to going into the third year of pandemic made outlook for
52 the next years based on expenses encountered this year. ***There being no other discussion,***
53 ***Micky moved to approve the budget; seconded by Judy. There being no objections, the 2022***
54 ***budget is approved.***

55

56 Micky reviewed the financial report as of October 31, 2021. \$161K net income; cash balance
57 includes the \$250K emergency fund the board controls. Stephanie added that in October the
58 result was a net loss due to funding which is hoped to be recovered. \$27,600 shown in income
59 from the restaurant. Judy commented as to a need to calculate how much money will be
60 needed moving forward. Micky reminded the Board members that fundraising is essential and
61 that all Board members are to make annual donations in whatever amount according to their
62 state in life. The Garden Gala is planned for 2022. ***Micky moved to approve the financial***
63 ***report as of the end of October 2021; Joe Mathis seconded. With no further discussion all***
64 ***agreed the Finance Committee's report is accepted.***

65

66 *Fitness Committee:* Phyllis Rhodes opened discussion on state of the former pool aerobics
67 program with the YMCA. This was part of a grant in years past; however, Tim in Fitness is no
68 longer certified and has stepped away as being unwilling and unable to travel out of state to be
69 re-certified. Barring someone else stepping into this lead, the pool program has ended.

70

71 *Membership Committee:* There is a meeting today of the Membership committee –
72 subsequently canceled. Mary Shields is now the chair of this committee. As of November
73 2021, we are at 489 new members for the year compared to 461 in 2020. Total members of
74 ASAC is at 1,740.

75

76 *Facilities:* Kurt pointed to completion of the restrooms in the main lobby being an exceptionally
77 beautiful, modern facility. Gift shop area will have display case and plenty of lighting. Ceiling
78 work has slowed when support beams in that area were found in need of considerable repair.
79 Big changes coming along in Fitness area with part of Billiards Room allowing for expansion.
80 Kitchen renovation will begin first part of January; ChangePoint Church has graciously allowed
81 use of their kitchen at a low cost. Bids for work on structure for vehicle storage will be sent out
82 in January after drawing review completed.

83

84 *Operations:* Becky reported on a safety walk-through. Contractor safety issues were discussed.
85 Stephanie reported kitchen hood cleaning to be completed prior to work starting. Truck for
86 plowing removal has been contracted since MOA truck to be replaced. Paula reminded about

87 the vote on changes to Bylaws will need posting for 30 days onsite for review by general
88 membership. February standing rules for elections to be completed.

89
90 *Manager's Report:* Mary Shields joined as part-time staff member to work on job descriptions
91 and perform other duties. Holiday meals will be celebrated. Becky will be on vacation in
92 December; Stephanie Rose to be acting director during that time and will work on issues that
93 may require attention, along with assistance from Mary and Tabitha. Purchase of furniture for
94 Center was discussed; a professional will do an estimate of expense to possibly be sent in
95 request for a grant. Judy commented request for new furniture seems unnecessary. Joe asked
96 to look at priorities for other needs. The basis for the request is replacement of outdated and
97 very heavy furniture which is difficult for event set-up and not ADA compliant. Micky added if a
98 grant is requested the Board will not be required to vote on that issue. The Art and Craft Rooms
99 and ASAC library are closed until further notice due to construction. Becky met with
100 Department of Rehabilitation leaders regarding ASAC job openings.

101
102 *Kitchen Committee:* Joe did a walk-through of the kitchen and an overview of work to be done.

103
104 *Advocacy:* Tabitha reported ASAC will partner with Anchorage Public Library in 2022 to begin
105 new program for all Anchorage Seniors to be held monthly at Loussac Public Library known as
106 "Golden Afternoons." A kickoff for leaders in the community is December 15 at Loussac Library
107 and all ASAC board members are invited.

108
109 *Board of Directors Resolution No. ASAC 2021-0012* was read aloud by Karen Quirk, Board
110 Secretary. Said Resolution involves change of signers on accounts at Northrim Bank. Kris
111 Warren and Mary Shields removed as signers; retained Gordon Glaser and Rebecca Parker; add
112 Paula, Joe, Karen, Micky. ***Micky moved to approve the Resolution; Tom seconded. With no***
113 ***further discussion and all in agreement, the Resolution was approved.***

114
115 *Final comments:* Paula reminded members to attend upcoming events listed at bottom of
116 agenda. Judy raised question about covid masking being required to which others added views.
117 Stephanie requested signatures of board members today on signature cards as well as for liquor
118 license renewal and need of going for fingerprinting. Vera reminded board about recognizing
119 Judy Weimer's contribution to ASAC. Tabitha reported an event planned for remembrance of
120 all deceased in March or April 2022 and staff are working with the families.

121
122 ***Upon motion to adjourn this meeting made by Nancy and seconded by Judy and***
123 ***there being no final comments the meeting adjourned at 11:42 a.m.***

124
125 **Next board meeting is Wednesday, January 12, 2022 – the formal board meeting to take place**
126 **within the board retreat scheduled from 9 a.m. to 5 p.m.**

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128
129

130 Submitted by Karen Quirk, Secretary

Date