



Anchorage Senior Activity Center

Board of Director's Meeting Minutes
In-person and Zoom Meeting*
Wednesday, May 11, 2022

Convene Meeting: 10:00 a.m. by Paula Pawlowski, President of the Board of Directors

Roll Call – Paula Pawlowski

Present: Paula Pawlowski, Micky Becker, Joe Mathis, Tom Brennan, Kurt Steinert, Jim Bailey, Phyllis Rhodes, Judy Brady, Nancy Groszek, Vera Crews, Stephanie Haydn, Elsa Sargento, Kurt Steinert (via Zoom), Stephanie Hayden (via Zoom), Gordon Glaser, Past Chair

Excused: Karen Quirk, Secretary Pat Blakney

MOA Liaison, Maureen Haggblom, present

Guest: Kris Warren, Chair, Endowment Committee

Staff present: Rebecca Parker, Tabitha Karpow, Mary Shields, Graylin Simes, Julie McFarland

SAFETY MOMENT: Gordon Glaser: Color Coding Narcotics: Gordon strongly suggested that if you are giving narcotic medication or need to take same, that you color-code the narcotic to the hypodermic needle you are using. This particularly applies when more than one type of narcotic is needed so that you give the right narcotics at the right time.

AGENDA APPROVAL: Judy Brady moved and Jim Bailey seconded that the Agenda for today's meeting be accepted. There being no objection, this Motion passed.

PAST MINUTES: Micky Becker moved to accept the Minutes of the April 13, 2022 meeting, Jim Bailey seconded. There being no further discussion, the Board voted to accept the Minutes.

Committee Reports:

Executive Committee/President's Report: Paula Pawlowski submitted her President's report via email prior to this meeting. President Pawlowski requested a motion to move the Annual Membership Meeting to coincide with the Ice Cream Social on August 17, 2022. **It was moved by Nancy Groszek, seconded by Elsa Sargento that the Annual Membership Meeting be moved to August 17, 2022. Upon vote taken, the Motion passed unanimously.** Paula thanked the Board for taking this action.

Paula also asked that the Board move the June Meeting to July 13, 2022 because the Gala is on June 15th. Traditionally we have moved the June meeting.

Nancy Groszek moved to move the June meeting to July. Joe Mathis seconded. With no further discussion the motion was passed.

Paula assured the board that if needed the Executive Board would meet before the July meeting.

43 *Endowment Committee: Kris Warren, Chair:* Kris Warren stated that the current value of the
44 Endowment Fund is \$4.8 Million. Since the first of December, the Fund has dropped
45 approximately \$900,000. He further advised that The Trustees meet at noon tomorrow (May
46 12th). He will be asking Tom to come to the July Board of Directors' Meeting.

47
48 *Finance & Budget Committee:* Micky Becker stated that a copy of the Finance Reports is in the
49 Board packet. ASAC's net loss at the end of March was \$19,894. She stated that ASAC will have
50 Net Loss increases as the year goes along. This is to be expected. (See report for total Net
51 Losses.) The Notes refer to the Net Income/Loss Budget vs Actual Report.) Pages 8A – 8D have
52 been changed so prior year balances can be shown as well as the Budget. Comparing 2021 to
53 2022 will be different from standard due to 2021 being a COVID year. In the future, these
54 comparisons should be helpful to have. From Page 8A – Restricted Contributions – these are
55 usually special gifts – money not specifically dedicated. On Page 8B – Total Income shows a
56 negative balance. This is a timing issue and is due to the MOA monies not yet being received. If
57 you have questions, email Micky Becker or Stephanie Rose. **Micky Becker moved the Finance
58 Report be accepted for audit. Coming from the Chair, no second is required. The Motion
59 passed unanimously.**

60
61 Micky further reported that ASAC had received an undedicated memorial gift of \$146,000. from
62 Bonnie Tisler's Estate. This was discussed at the Executive Committee meeting. Given the
63 uncertainty of income over the next year, the Executive Committee recommended that
64 \$100,000. be placed in the emergency savings account and \$46,000. be used as a match to
65 ASAC's request for Tier II funding for new furniture from the Rasmuson Foundation. Micky
66 stated that the funds in the savings account can be accessed by a Board motion if necessary. **It
67 was moved by Micky Becker, seconded by Joe Mathis that ASAC hold \$46,000. in reserve for
68 the ASAC match to the Tier II request and \$100,000. be placed in the emergency savings
69 account. Motion carried unanimously.**

70
71 *Municipal Liaison:* Maureen Haggblom reported that the MOA Health Department leadership
72 team is now intact – all positions are filled.

73 *Fitness Committee:* Phyllis Rhodes reported that the Board received a nice thank you letter
74 regarding Brittney (which is in the Board Packet together with the Fitness Report). Some of
75 Brittney's classes are called "Stretching". She plans to get certified as a yoga instructor and will
76 be getting an assistant to help her. Nancy Groszek asked if ASAC will pay for Brittney to get
77 certified. Rebecca Parker stated ASAC would if she submits the invoice showing the class has
78 been completed. Judy Brady stated that she was glad that her Monday-Wednesday-Friday
79 classes were still requiring masks as another COVID surge is expected. The Board was advised
80 that the Center is being fogged in the morning and in the evening. The fitness areas are wiped
81 down and fogged after each class. Phyllis Rhodes stated that outdoor classes are restarting as
82 well. Discussion continued regarding fitness times and appointments.

83
84 *Membership Committee:* Mary Shields reported the figures for the total number of members at
85 ASAC are down compared to last year. ASAC is starting to remove people left on the roles who

86 did not pay during the COVID shutdown. Reminders will be sent out for dues coming in for
87 April, May and June. We are going to keep this three month billing cycle going at least for now.
88 *Facilities Committee:* Kurt Steiner stated that the Facilities May recap was included in the Board
89 Packet. Item #2 – the possible requirement of additional sprinklers under the skylight - is being
90 addressed by the Project Manager. Kurt S. stated that he will be back on the 15th and will do a
91 walk-through. Nancy Groszek asked about having grab bars installed in the bathrooms. Kurt
92 S. stated that we are being cautious of any add-ons, but he liked the idea. Rebecca Parker
93 stated that a report will be coming in from the Fire Marshall regarding what issues need to be
94 addressed. A discussion was held with the Fire Marshall regarding quilts in the corridor. It is an
95 exit hallway. Rebecca P. stated that other options for hanging quilts are being worked on.
96 Gordon Glaser stated that the kitchen is almost done.

97
98 President Pawlowski asked Rebecca P. about the bond issue. Rebecca P. stated that ASAC is
99 usually contacted in June by the MOA as to whether it needs to be on the next bond issue (this
100 would be for 2023.) Stated she just wanted to bring it to the Board’s attention so everyone is
101 on the same page. Maureen Haggblom stated that it was on her calendar for June, but will
102 start chasing the information now. (Discussion was held.)

103
104 *Operations Committee:* Joe Mathis thanked everyone for the work done on the By-Laws and
105 Standing Rules. They are now completed and on-line.

106
107 *Executive Director’s Report:* Becky Parker directed the Board to her written report. She stated
108 that the MOA Senior Citizens Advisory Commission would be presenting Pat Abney her Ron
109 Hammett Award at Social Hour today as Pat could not be here last week for the Older
110 American’s Month kick-off. She informed the Board that members of the Rasmuson
111 Foundation were here for a formal tour of the facility in connection with the Tier II Grant
112 application. She stated that we may have 30 tables filled for the Garden Gala. Yesterday
113 Conoco Phillips donated a \$7,000. Native art mask for the Live Auction. Next year we will
114 celebrate ASAC’s 40th Anniversary. (Ms. Parker’s full report is incorporated herein by reference.)

115
116 *AGENET and MOA Senior Advisory:* Gordon Glaser stated that the Older American’s Month kick-
117 off went well. Rebecca P. advised that the AGENET Statewide Conference will be held on June
118 24th.

119
120 *Kitchen Committee:* Paula P. stated that this is still a committee of one, Joe Mathis. As there is
121 a need for this Committee, it will remain an Ad-Hoc Committee. Rebecca Parker stated that the
122 kitchen is currently open from 11:00 a.m. – 2:00 p.m.

123
124 *Communications & Marketing Committee:* Tabitha Karpow stated that she and Ashlyn Dye have
125 been working on ramping up the Volunteer list. The first meeting went well and there will be a
126 second meeting in June. She and Julie McFarland are improving the social activity calendar. “I
127 am Anchorage” was held as a part of this. ASAC plans for one, if not more, election meeting
128 training sessions before the election. Gordon G. and Kris W. will be handling those programs.
129 Gordon will be doing a Ranked Voting Educational Presentation following the Social Hour today.

130 The plant and art sale is coming up and tomorrow and Friday the Spring Sale of some donated
131 Gift Shop items will be held in the ballroom from 10:00 – 3:00. Make sure you are ready for the
132 Garden Gala on June 15th. We are still accepting donations for the Auctions and selling tickets.
133 Finally, take a look at the calendar at the bottom of the Agenda for other events.

134 **Old Business:**

135 *Meal Program Update: Rebecca P. stated that there is still a demand for the meals (about 80*
136 *per day). The meals are covered through June. A request for a new NTS Grant was submitted*
137 *Tuesday, May 11th.*

138 *Tier 2 Rasmuson Grant: Paula P. stated that we should know about the Rasmuson Tier 2 Grant*
139 *request on June 22nd or the morning of June 23rd.* **New Business: Grants and Gala Report:**

140 Rebecca Parker stated that there is still a demand for the meals – approximately 80 per day.
141 The cost of these is covered through June. A new Grant request for meals was submitted on
142 Tuesday.

143

144 *Logo Update: Rebecca P. stated the development of this will resume after the Gala.*

145

146 *Anchorage as an Age Friendly City: Paula P asked the Board Members to please read the*
147 *handout. Jim Baily stated that there has been a meeting with the Mayor and he is in support as*
148 *is the Chamber of Commerce. Jim B. further stated that if we apply, we will be accepted and be*
149 *an Age-Friendly City In Progress.*

150

151 *Five Year Plan: President Pawlowski stated that a lot of work on the five (5) year plan was done*
152 *at the Board retreat. She further stated that she wants to work with Mary S. on this as she*
153 *(Mary S.) is updating the rest of the Operations materials. Jim B. asked if the Board would be*
154 *involved. Paula P. stated they would – first the Executive Committee, then the full Board.*

155

156 *Election Committee: Paula P. read the Election Rules from the Bylaws. She stated that all Board*
157 *Members have an obligation to look for good candidates. Micky and Tom are currently on the*
158 *Committee. Nancy will also serve on the Elections Committee*

159

160 **Upon Motion to Adjourn by Nancy Groszek and seconded by Jim Bailey, this Board of**
161 **Directors Meeting ended at 11:40 a.m.**

162

163 **The next meeting will be July 13, 2022.**

164

165 **Submitted by Mary E. Shields, Operations Manager**