

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER
3 Board of Directors Meeting – May 11, 2011
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6 Board Members present: Bill Mans, Chair; Jeanne Edwards, Treasurer; Peggy Hackett, Secretary; Liz
7 Leng; Myrna Johnston; Marcey Vreeland; John Van Hoesen; Fritz Pellum; James Garrigues; Tonja
8 Woelbers.

9 Board Excused: Eddie Nelson, Vice Chair

10 Board Absent: None

11 Staff: Cathy Lee, Executive Director, ASAC; Hal Wolverton, Chair, Endowment Trust Fund; Jan
12 Knutson, Director of Legacy Planning

13 Municipality Representative: Lynda Meyer

14 Guests: Al Sundquist
15

16 Chair Bill Mans, called the meeting to order at 10:04 AM, a quorum being present.
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18 The only guest present, Al Sundquist, arose to say he had no comments to make.
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20 The April 13, 2011 Minutes were approved, pending suggested changes, additions and alterations.
21

22 Reports:
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24 Vice President and Committee Reports – The Vice Chair being absent, there were no reports.
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26 Bylaws and Standing Rules – The Chair gave some background to the suggested name change for the
27 Advisory Board, which will be covered in the meeting under “New Business.”
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29 Grievance – The Chair mentioned that a membership had been suspended for a year, but, even after
30 notification of the suspension, the member has continued to appear at the Center, harassing at least one
31 employee. On April, 9 the member was asked to leave, he refused, and the Police Department came.
32 The suspended member left, telling the officers to come back the next day because he’d be there, but he
33 didn’t appear. The Executive Director assured that all the members of her staff have been briefed on
34 the situation and are aware of the appropriate steps to take should he appear on the premises.
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36 Policies and Procedures – there is nothing new.
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38 Nominations – there is nothing new, although the Chair urged members to solicit new names for Board
39 positions.
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41 Strategic Planning – Myrna reported that at the May 3 meeting, the group continued to concentrate on
42 the 2001-2006 plan as the starting point for the 2012-17 plan. The first four of the six primary elements
43 of the five-year Strategic Plan are in draft form, and there has been a review and redraft of the goals and
44 objectives of the fifth, Implementation. Members of the Committee are working on assignments, on
45 which they will report at the next meeting, at 1:30 P.M. on June 7. The Committee meets the first
46 Tuesday of each month.
47

48 Membership – there is nothing to report.
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50 Secretary – nothing to report.
51

52 Treasurer – Myrna is working under a handicap, having mislaid her folder in the Center last week. To
53 date, it hasn't been turned in. She asked members to be on the lookout for a folder without her name,
54 filled with financial data.

55
56 Finance/Budget Committee – The Chair mentioned that on the first page of the overview, Catharine
57 showed a 1.94 ratio, and then on page 2 of 9, number 2.05 appeared. The number in the financial
58 statement/balance sheet should be 1.94.

59
60 Catharine was here for the Finance Committee meeting and has promised to attend again. She noticed
61 a \$7,000 variation in net results for operating activities, a figure that might be overstated. **Catharine**
62 **will check on that and issue a correction if needed. Jeanne stated that she'd look at Accounts**
63 **Receivable when her password is reinstated.**

64
65 John raised concerns about insurance expenses/write offs. This issue will be addressed at the next
66 Finance meeting May 31, 2011.

67
68 Fundraising – Liz, claiming that it is now summer, announced that the Center will have a booth at the
69 Downtown Market, beginning this Saturday, and it will be staffed with the assistance of Eddie Nelson.

70
71 Executive Director – In addition to the items covered in her May 11, 2011 report (attached), Cathy
72 announced that the Mother's Day brunch had gross revenue of \$2,700, with expenses amounting to
73 \$1,700.00. Bill and Cathy Lee are trying to get a true picture on profits and losses on all of the catering
74 events.

75
76 Cathy stated that the Aging in America conference in San Francisco was "the most wonderful thing I
77 have ever encountered," with 3,500 attendees. She visited three senior centers and was amazed that
78 they provided half of what the ASAC provides.

79
80 Work orders for the current repairs and cleaning listed in her report are being submitted to the
81 Municipality, with workers reporting the day after submittal, usually. The Chair added that he is really
82 pleased with what is being done as far as maintenance at the Center.

83
84 Endowment Trust – Hal, referring to the first white page in the Endowment Fund Report, mentioned
85 that between January and March 2011 vs. 2010, the amount has nearly doubled. At that rate of return,
86 he went on, the Trust might reach \$3,000,000! The first quarter doesn't show a huge increase, but it's a
87 positive gain considering the erratic market. The last white page shows the Legacy's goals adopted by
88 the Trustees, who have improved the goals for Jan's operation and will be watching to see how they
89 come out as the year progresses.

90
91 Jan reported that the most recent Legacy Society gift is from First National Bank, the second made by
92 it. The first was made in honor of the late Betty Cuddy; this donation is to note Dan Cuddy's 90th
93 birthday. The Bank would like to list the donations as recognition of Dan and Betty's contributions to
94 Alaska

95 Jan announced that there have been 25 proposals to other business sponsors; there are six pending.
96 Thanks are due to Tonja and her law firm partner for their generous gift. \$4,100 goes into the DLP
97 budget for the Legacy luncheon next year. The Conway law firm contributed as well, and it offers 20%
98 discount to members. Anne Campbell introduced Jan to Donna DeMarco of Accurate Hearing
99 Systems, who gave a Legacy Society gift in honor of her 25th wedding anniversary, a business
100 sponsorship for the June 1 Legacy Luncheon and a 70th birthday honorarium for her mother. Accurate
101 Hearing Systems is offering free hearing testing at ASAC once a month beginning on May 10, 2011.

102
103 We are getting good public relations. The Senior Borealis announced the Legacy Luncheon and the
104 Day of Remembrance – two days of honoring and thanking donors.

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On the last page of the handout, see the Legacy column for June and the 33 names being stitched on the legacy quilt, which will be unveiled on June 1. It is calculated that over a million stitches appear on it and on the pillows.

Municipality – Lynda thanked the Senior Center for its participation in the Older Americans celebration, and thanked Jan for connecting the Senior Commission with Merrill Lynch, bringing in an excellent sponsor, and for getting the Mayor to attend. Peggy Stout, with a long list of contributions to this city, was the winner of the Hammet Award; there were two candidates from the Senior Center – Cathy Roberts, R.N., and Rainy Cacy.

The Senior Commission is working on a draft of the five-year state plan for senior services. Public comments for Anchorage will be heard on Tuesday. The Commission will meet this Friday with transportation folks and other grantees to look at the plan, along with goals and objectives, to see that Anchorage is represented adequately. The plan is posted at www.Alaskaaging.org. Look at the goals and objectives, which are very much in line with what Anchorage is looking at. Primary medical care was the big one, along with transportation and housing. All plans will be considered for 16 months. Anchorage has 39% of the state’s seniors, so I urge everyone to come next Tuesday at 12:30 to the Senior Center. The Municipality will learn more about funding levels in the next few weeks.

The good news is that there has been an agreement for the 240 units in Chugach Manor to be used by those 62 and older. Relocation of younger disabled residents will occur through attrition. Bill added that the Senior Center met with Alaska Housing and received \$5,000 from it for memberships for the residents of Chugach Manor. Alaska Housing will try to get more funding for those kinds of members. Cathy met with Carol Jackson to work on the Health and Wellness Center, including a strategic plan not only for housing but pharmaceuticals. It is hoped that there will be funding for a covered walkway between the Manor and Center. Lynda said “Let’s work on a capital grant for next year for the walkway.”

Old Business – The Chair stated that in the minutes from the April meeting, it was reported that there were two new members on the Advisory Board; however, there had not been a formal vote taken. Since then, Barbara Gazaway has said that medical problems will prevent her from serving. Bill requested a formal vote naming Clyde Watson to the Advisory Board. **Marcey** moved, seconded by **Fritz**, that Clyde Watson be named to the Advisory Board; the motion passed unanimously. Bill encouraged members to suggest names for the Advisory Board.

New Business – Myrna had a recommendation from the By-Laws and Standing Rules Committee to change the name of the Advisory Board to Advisory Council, as urged by Judge Karen Hunt, with no change in functions. **Jeanne** moved, seconded by **Fritz**, that the name of the Advisory Board be changed to Advisory Council; the motion passed unanimously. Adoption of the new name will result in changes in nine places in the Standing Rules, including the index. **Cathy will verify that documents passed around on May 12 will reflect the change.**

Announcements – Bill mentioned that thank you letters had been sent to Aletha Henri and Joan McKinnon for their service on the Board, and a letter was written to Jeff Diggs of Angelus Memorial Cemetery thanking him for coordination in helping to try and sell the cemetery plots. Marcey gave Board members a sheet listing information on the plots, showing donations and dispositions. She suggested that the Board review the listing periodically.

Marcey referred to the brief announcement in the Borealis about tomorrow’s Forum; she thinks more publicity is needed. Marcey suggested that the Borealis should carry an article about what occurred in each Forum, ending by including the date of the next such meeting.

157 Marcey said she's been having trouble getting and keeping gardeners, stressing that she would be
158 unable to continue doing the very necessary work without adequate assistance.

159
160 Jan will mention the availability of cemetery plots at the Endowment trustees' meetings and will
161 include a mention of the plots in the next mailing.

162
163 Fritz reported that he attended a one-day seminar given by Foraker, and he'll be happy to share his note
164 and documentation with any interested party. (Myrna and Jeanne indicated that they would like to see
165 the materials.) Fritz said he'll be out of town and will miss attending the next Board meeting.

166
167 Cathy reminded members that Foraker offers a great many classes, and interested parties can register
168 for any of them.

169
170 Cathy read a nice letter from Rachel Gottstein, who made an early contribution of \$2,000, which news
171 garnered a round of applause.

172
173 Bill said that Cathy Roberts had met with him for a couple of hours, giving him written comments,
174 which were passed along to Cathy Lee. When Cathy Roberts spoke to the Board in April, she
175 mentioned the need for employee raises. In the 2011 budget, and as part of the plan presented to the
176 Municipality, funds were earmarked to give 1-3% raises to employees who have been here more than
177 six months. The raises were effective January 2011. ASAC is still within the budgeted amount for
178 salaries for the first quarter of this year. It is important to have an exit interview when employees leave
179 the Center.

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181 Adjournment - The meeting adjourned at 11:51 A.M.

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Peggy Hackett, Secretary