

1 ANCHORAGE SENIOR CENTER
2 ANCHOR-AGE CENTER, Inc.
3 Board of Directors Meeting
4 August 8, 2012
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6 **Call to Order-Quorum:** Present were Gordon Glaser; Rosa Foster; Don Simmons; Peggy Hackett;
7 Liz Leng; Fritz Pellum; Jeanne Edwards, comprising a quorum.
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9 **Introductions:** All attendees introduced themselves, including the only guest, Sue Parr.
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11 **Agenda Approval:** After recommendations to add under New Business “Annual Meeting/Annual
12 Report” and “Comptroller/Accounting” Liz moved, seconded by Fritz, approval of the agenda as
13 amended; it was approved unanimously.
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15 **Minutes of Previous Meeting:** Fritz moved, seconded by Jeanne, acceptance of the minutes of the
16 previous meeting. The motion was passed unanimously.
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18 **Reports:**
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20 Neither the Vice President nor the Secretary had anything to report.
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22 Treasurer – The Finance Committee meeting on Monday pinpointed some agenda items to discuss.
23 The meeting minutes and YTD net income report have been distributed. At the end of May, we were
24 behind in our net revenues by \$6,000; at the end of June, the situation is worse and we’re behind
25 \$23,000.00. Of course, the Arctic Rose revenues drop off because there is less catering under the Kids
26 Corps contract. There are two primary reasons that explain the fiscal gap: (1) contract services are way
27 over what was budgeted because we’re contracting for accounting services; and (2) since January,
28 revenues have been, across the board, below our budgeted numbers. On a second issue, the Auditor has
29 prepared a draft Form 990, an IRS tax return. This draft generated a lot of questions because of
30 differences between 2010 and 2011. We think the differences arose because of the change in auditors.
31 We’re working with them to understand these differences before the tax return is finalized.
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33 Executive Director – In addition to her 8/8/12 report (attached), Cathy mentioned two upcoming events
34 – Membership Day and We Are the World, passing around materials regarding them. Minami Jones
35 retired, and Tim Chinn and Carmen Montano are covering Minami’s duties. The Center has to figure
36 out how to provide Nutrition/Transportation/Support Services (NTS) without enough funds to pay for
37 them, mainly because of the accounting involved in tracking. This year’s grant doesn’t pay even half
38 of our health and wellness position – the difference is made up from our operational budget. We are, of
39 course, working on obtaining more grants. After a discussion resulting from Cathy’s remarks, Gordon
40 suggesting giving Food Bank six months notice that, because of budget shortfalls, we are re-assessing
41 our arrangement with it. We might be able to provide only a venue.
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43 Cathy said the Center plans to replace the ballroom floor with the \$15,000 remaining in the capital
44 budget. Don Alspach and his committee are working to get prices on the dance floor replacement.
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46 When Cathy mentioned that the Center can receive donations to the PFD’s pick/click/give process, Sue
47 Parr mentioned that, in January, prospective donors will be able to go to the Center’s computer room to
48 receive guidance in how to do that.
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50 After discussion, attendees agreed to the following times and dates for upcoming events:
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52 Open Forum will take place on Thursday, Sept. 27, beginning with an ice cream social and an
53 opportunity to meet candidates for the Board, followed by the forum from 2:00 until 4:00 P.M.

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The Annual Meeting will be held on Wednesday, Oct. 3, from 10:00 A.M. until 4:00 P.M. A budget discussion will be held from 10:00 until 11:00 A.M. The meet-and-greet will take place from 11:00 A.M. until 1:00 P.M. The annual meeting will convene from 1:00 P.M. until 3:00 P.M. Bill Mans is the Chair of the election proceedings. Gordon expects that all board members in town will be in attendance at the Open Forum and Annual Meeting events.

Endowment Trust – Keith stated that July was a flat month for the investment portfolio. As of July 31, the total Endowment value is \$2,535,456.00. Year-to-date return, through the end of the month, is 5.77%. Merrill Lynch had no recommendations for changes. The Fund is 65% equities and 35% fixed income and cash. Regarding the \$50,000 in cash, will the Center be looking at the same drill next year? Don replied it would. As to inflows, the Fund had a cash contribution of \$845.00. All proceeds from the Legacy luncheon are in. Our Development Committee will meet to see how we’re going forward in terms of raising funds. There’s an annual pledge from a woman in Oregon with close ties to Jan, but we’re not sure how that’s going. We do have one large bequest in six figures. The last of the boxes were turned over to Cathy today. There have been questions about what happened with Jan.

Cathy inquired whether the Endowment Fund would be represented at the upcoming Membership Day. Jeanne suggested the Fund’s table could be combined with the Board of Directors’ table. Gordon told Keith that the Board wants to give the Fund as much independence as possible, while offering all assistance. Cathy said there could be information about the Fund available on the Board’s table.

Municipality – Lynda announced that Diane Ingles left the department for health reasons and Janet Vietmeier is the Acting Director. Gordon asked Lynda to let him know if she felt that he or the Board should meet with Janet. Lynda said the I&R contract will be discussed with the Finance Committee and she defers to the Board of Directors. Gordon agreed that a change in the budget has to go through the Finance Committee. \$24,000 for the information referral services goes to salaries; administrative costs to run the program range between \$3,000-\$4,000.00. Reporting requirements go to the city and, through the city, to the state. That’s putting a hole in the budget so we have to go through the Finance Committee.

Committee Reports – Liz said replies so far to the request for money sent to our members have resulted in \$5,600, compared with last year’s donations totaling \$8,350.00. Sue Parr on our Fundraising Committee is doing a great job.

Sue announced that from 5:00 P.M. until ? on Thursday, Oct. 18, the Senior Center will put on a gala event, chaired by Sally Robertson. There will be a high-end auction, with donations of quality products, such as furs, jewelry and art by Alaskan artists. There will be a silent auction for Alaskan food, such as crab, reindeer meat, etc., and Glacier Brewery will donate beer and root beer. People will be given two tickets for drinks beforehand. Mr. John Carpenter of KACU has been asked to emcee. Letters are being sent to 200 merchants and artists to request donations, with a phone bank calling donors as a follow-up. Dress will be business formal attire. The Center’s art department is working on decorations. Featured will be a silk-screened Alaskan flag. This will be a perfect time to extend our membership. Invitees include the Governor, Mayor, legislators and Assembly members. Rosa Foster and Mary Wolcoff will be on the Fundraising Committee.

President – Don mentioned that his membership fee is overdue, and he was curious to see how that would be handled. Jeanne asked if MySeniorCenter automatically catches people whose membership has lapsed. Sue replied that previously that information was not shared with Membership, but there is a different system in place, and when the data is reconciled, past-due payments will be followed up. Gordon mentioned that he is awaiting a decision from Membership regarding the issuance of name cards to be worn or presented when people use the facility.

107 Gordon announced he will be donating \$500 toward a Presidential Award, \$100 of which will be given
108 over the next five years to someone who has made a significant contribution to the Center. Cathy
109 mentioned that Marcey will be given an award at the Oct. 18 signature event.

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111 **Old Business:**

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113 Audit Update – Don had copies of the audit for anyone who wanted an update.

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115 Persons to be heard – Sue Parr, the only guess, already made her presentation.

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117 **New Business:**

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119 Center Program Spotlight – There was nothing specific to mention.

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121 Recommendations from the Finance Committee – Don said that the Finance Committee recommends
122 acceptance of the June financial statement, which was done with unanimous approval. Gordon
123 expressed concern about the financial situation, adding that the Board will be looking at paring some of
124 the 57 programs offered by the Center.

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126 Recertification of ASAC – Cathy said everything is being done to insure recertification next year.

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128 30th anniversary – Gordon said something might be done at the gala event to mark the anniversary.
129 Lynda will check to see if the Municipality is doing anything.

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131 Annual Meeting/Annual report – Don said an annual report will be completed to distribute to
132 membership, and suggested the addition of something from the Board. Gordon solicited suggestions, to
133 be received by him no later than Aug. 15.

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135 Comptroller – Don said that Foraker withdrew its services as of the end of August. Since receipt of that
136 notice, the Center has been advertising for a good bookkeeper, and Don will ask Foraker to remain with
137 the Center for 90 rather than the 30 days offered in its letter.

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139 **Executive Session:** At 11:47, the Board went into executive session, returning at 11:56 A.M.

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141 **Board Comments:** There were none.

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143 **Adjournment:** At 11:58 A.M., Don moved adjournment, seconded by Jeanne; unanimously approved.

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Peggy Hackett, Secretary