

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
January 8, 2014

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Call to Order – Quorum:

Board Members Present: Gordon Glaser (President); Tony Barrett (Secretary); Kris Warren (Treasurer); Betty Hendrickson; Tonja Woelber; Maria James; Sid Atwood; Don Simmons; Karen Hunt; Bud Irwin (telephonically)
Recording Secretary: Eileen (Nicky) Nickoloff
Endowment Trust Representative: Keith Green
Municipality Representative: Marie Lavigne
Staff Attendees: Cathy Lee (Executive Director); Carmen Montano (H&W coordinator); Kirk Burke (new Fitness manager); DeAnna Roering (new Program Activity coordinator)
Guests: Pete Weimer; Kathie Veltre

The meeting was called to order by Gordon Glaser, President, on 1/8/14 at 10:03AM after it was determined that a quorum was present and business could be conducted.

Introductions: Introductions were made.

Agenda: One addition was made to the agenda, a report from the Facilities and Engineering committee. *A motion to approve the amended agenda was made by Betty and seconded by Tony; approval was unanimous.*

Minutes of Previous Meeting: *A motion for approval of the final draft of the December 11, 2013 board minutes was made by Kris and seconded by Don; the motion was approved unanimously.*

REPORTS

Vice President – no report.

Secretary – no report.

Treasurer (Kris Warren) – The new contract with the MOA has been approved and includes additional monies for increased operating expenses of the ASAC. The possibility of a Mental Health Fund Trust grant to help pay for recertification expenses is being explored. A 3.6 million dollar capital request budget is going to the state legislature.

The operating budget for next year was approved by the Finance committee, with some changes. It is suggested that \$50K be placed in operating reserves. The Kid Corp contract will be reviewed to see if it is financially beneficial. *Don moved and Betty seconded approval of the operating budget; approval was unanimous.*

Kris will arrange for the monthly financial report to be put on the ASAC website. Cathy Lee will check with Don Alspach, the webmaster, to be sure there is enough room on the site for this to be posted. There will also be hard copies at the front desk. *This motion was made by Karen, seconded by Sid, and approved unanimously.* Maria James will put a more easily-understandable pie chart together and post on the Center bulletin board.

Executive Director (Cathy Lee) – A full Director’s report was handed out at the Board Meeting. The following is a summary. Cathy reported that over 350 people attended the Holiday dinner, and there were over 100 volunteers assisting.

40 New staff include DeAnna Roering, full-time Program Activity coordinator and Kirk
41 Burke, part-time Fitness manager. Both were introduced to the Board.

42 Cathy asked Bud to work with Mary to update all Committee information for 2014.
43 Since Bud is out of town, Tony gave Cathy Lee an updated list.

44 Carmen announced the 3rd annual Brain Olympics on 1/15. She also discussed the
45 question of whether some users of the Center's resources should be charged for the
46 service. Kris is working with Carmen to identify the organizations that we might charge a
47 fee for using the facility when they are providing services to members and non-members.

48 **Endowment Trust** - Keith Green reported that the Endowment Trust is currently at
49 approximately 3.9 million dollars as of 12/31, up 16.6% for the year.

50 **Municipality** - Marie Lavigne reported that she is working to set up quarterly meetings between
51 the Facilities committee and the MOA, so that both may stay current on needed projects. Older
52 American's month will celebrated on May 2 at noon at ASAC. There will be an ADRC Brown
53 Bag Educational lunch series beginning on the 2nd Tuesday of the month at DHHS, on 825 L St.

54 **COMMITTEE REPORTS**

55 **PR & Marketing**– new hire DeAnna Roering, full time Program Activity coordinator, will work
56 on these areas.

57 **Elections** –an ad-hoc Committee (chaired by Tony) will have recommendations next month for
58 replacement of David Levine on the Board.

59 **Fitness committee** (Nicky) – the Fitness community thanks Kathy Forest for her outstanding
60 service as Fitness manager.

61 **Membership committee** (Tony) – Tony hopes to resume Medicare provider visits in January to
62 explain the “scrip” program. Maria will aid him in making presentations, and Gordon has also
63 volunteered to help if needed.

64 **Recertification committee** – Gordon asked Marie Lavigne to work with Cathy Lee to identify
65 someone who is accountable, responsible and paid to spearhead this task. As mentioned earlier,
66 potential grants are being explored.

67 **Fund Raising** – Pete Weimer reported that Fred Meyers has been very accommodating in
68 facilitating our members selling Fur Rondy pins at their stores. The Board will write a thank you
69 letter to their coordinator. Sales were allowed starting December 1, 2013, a month earlier than
70 usual, and that has enabled sales to reach approximately \$14-\$15K, of which ASAC gets 20%.
71 Kristi Norman of ASAC center has helped to coordinate this effort.

72 **Facilities & Engineering** – Sid Atwood reported that it does not look like a hood will be needed
73 for the steamer, but this and any other costs should be confirmed within a few days. If the Kids
74 Corp contract is to be renewed, there will be an estimated \$100K cost for a tilt skillet and a new,
75 refrigerated van. While these could be used for catering and other purposes, it is a large expense
76 and grant options will be reviewed.

77 **PRESIDENT'S REPORT**

78 *Gordon announced that the Finance committee has recommended Kathie Veltre to fill a*
79 *vacancy in that committee. This was seconded by Karen and the vote was unanimous in favor.*

80 Gordon has served three months beyond his term of office and a new Board President, who must
81 be a Board member, is needed. *Tonja moved and Betty seconded that Karen Hunt be elected*
82 *Board President; approval was unanimous.*

83 Each person on the Board thanked Gordon for his service and he, in turn, thanked each Board
84 member for their assistance and support.

85 **OLD BUSINESS**

86 No old business.

87 **PERSONS TO BE HEARD**

88 Pete Weimer said that in the past, the Holiday dinner used to be chaired by the Board, not ASAC
89 staff. He suggested a return to that practice, as there is a lot of coordination involved, which take
90 staff time.

91 **ANNOUNCEMENTS**

92 The DVD from Wild Alaska, which features some shots of the Center, is available.

93 Don Alspach, webmaster, was requested to put Pick.Click.Give information on the website.

94 **BOARD COMMENTS**

95 Tonja reported for the Grievance committee that there was one grievance in November and
96 another is pending.

97 **Adjournment:**

98 *At 12:05PM, Tony moved and Tonja seconded adjournment; this motion passed unanimously.*

99 Minutes Submitted by:

100 _____
101 Anthony Barrett, Secretary

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103 **Board Meeting Dates for 2014:**

104 Feb 12	March 12	April 9	May 14	June 11	
105 July 9	August 13	Sept 10	Oct 8	Nov 12	Dec 10