

**Anchorage Senior Activity Center  
Anchor-Age Center, Inc.  
Board Meeting Minutes  
Thursday, February 12, 2015**

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**Call to Order – Quorum**

Board Members Present: Karen Hunt (President), Kris Warren (Treasurer), Gordon Glaser (Past-President), Maria James, Tony Barrett, Betty Hendrickson, Sid Atwood  
Board Members Excused: Theresa Hoffmann, Gary Wells, Bud Irwin, Nancy Groszek  
Advisory Commission Members Present: Pat Abney, Lanie Fleischer, Ron Martinson, Fritz Pellum, Pete Peterson  
Staff members present: Rebecca Parker (General Manager), Kirk Burke (Fitness Manager)  
Others: Matt Blackmahr (Endowment Board Chair), Nathan Nall (MOA intern)

The meeting was called to order shortly after 10 AM. The roll was called and a quorum was verified.

**Introductions and Guest Comments:**

Kirk Burke was introduced and was presented with the Employee of the Quarter Award. Kris Warren noted that revenue to the Fitness program has increased by about 25% over 2014, largely due to Mr. Burke’s efforts to recruit new fitness members and to insure that members utilizing the fitness center are renewing their fitness fees.

The attendance of several Advisory Commission members was noted. Ms. Abney reported the commission’s meeting dates have been established for 2015: 5/14, 8/13, 11/5. Open Forum dates are: 2/26, 5/28, 8/27, 11/19. For most of 2014, attendance at open forums has been very low. Does this mean the members are happy with the way things are going or is there just a lack of interest in attending? Claude Watson has resigned from the Commission so a new member is being recruited by the Board.

Ms. Hunt noted that while the MOA representative was not present, David Levy has been hired to replace Marie LaVigne. Mr. Levy has a background in helping those who are mobility challenged.

**The meeting agenda was approved.**

**The past meeting minutes were approved following a motion to do so by Tony Barrett and seconded by Sid Atwood.**

**Committee Reports:**

**Endowment:** Matt Blackmahr reported on the status of the Endowment Trust. As of February 12, the fund totaled \$4.018 Million. The rate of return for 2014 was 5.27%. The trust has already made its first distribution to the Center in the amount of \$54,000. A similar amount will be distributed to the Center at mid-year. The Board of Trustees meets today at noon.

43 **Executive Committee:** Ms. Hunt invited Mr. Nall to speak to the status of the Re-Accreditation project  
44 on which he and another intern are working. The project is well underway and completion is expected  
45 by April 30.

46

47 The Board has scheduled two work sessions, Saturday, February 28, 11-4 and again on Sunday, March 8,  
48 11-4. Ms. Hunt distributed a proposed agenda for the meetings

49

50 **Finance Committee:** Kris Warren reported that based on the December 2014 Financial Statement, the  
51 Center ended the year with \$123,000 in surplus funds. He cautioned however, that this figure is subject  
52 to change once the annual audit is complete. Kris moved and Gordon Glaser seconded the approval of  
53 the December Financial report. Motion carried.

54

55 Kris went on to report on Rondy Pin sales, which have been minimal this year since they are only being  
56 sold at the Center by the accounting office. Volunteers will have pins for sale during the Rondy at the  
57 Swap and Shop event.

58

59 Ms. Parker has submitted requests to the Rasmuson Foundation and the Alaska Mental Health trust for  
60 funds to purchase a new van which will be used for delivering Kid Corps meals as well as other catering  
61 activities. She is confident that the requests will be approved.

62

63 Kris and Rebecca reported that planning is underway to hold a signature event this June at the home of  
64 John and Candace Hendrix, owners of the former Atwood Mansion. She is seeking underwriters to fund  
65 some, if not all of the expenses so that proceeds will be profit to the Center.

66

67 **Operations Committee:** No report as the Chairman was absent.

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69 **Membership Committee:** Tony Barrett reported the committee was meeting later in the day to discuss  
70 a variety of ways in memberships can be increased as well as improvements in the renewal rate. Kris  
71 Warren expressed concern about a letter he received in January from the Center asking him to rejoin  
72 even though his membership was not set to expire until the end of January. He suggested the letter  
73 should be encouraging renewal rather than rejoining. Maria James suggested the Center should consider  
74 outreach activities at health fairs and other similar activities throughout Anchorage. Tony reported the  
75 committee was planning to send out a postcard to those whose memberships are expiring on a monthly  
76 basis, rather than sending renewal letters quarterly. They are also considering stopping the Borealis to  
77 members who have not renewed within 3 months of expiration. A fly tying seminar is scheduled for  
78 March 26, 6-8 PM.

79

80 **Facilities Committee:** Sid Atwood reported that the light snow fall so far this winter had saved  
81 considerable funds for snow removal and sanding, He mentioned that the committee is researching the  
82 building modifications necessary to install a tilt skillet in the kitchen. This may not be doable as it  
83 appears that extensive building modifications will be required in order to accommodate the installation.  
84 Rebecca reported that the ballroom will be cleaned on February 13 from 11-1. Karen reported that the  
85 MOA is re-engineering replacement of the leaking skylight may result in a solid roof which will

86 eliminate the natural lighting in the foyer. *She urged staff to inform the membership of this, should*  
87 *funding become available to actually complete the work. (Action Item)*  
88

89 **Ad Hoc Legislative Committee:** Gordon reported on the recent visit to Juneau to meet with legislators  
90 about the Center's capital request included in the Municipality's legislative program this year. 4 board  
91 members, three spouses and one volunteer along with the General Manager spent February 10 & 11 in  
92 the capitol meeting with several legislators and attending house and senate finance committee  
93 meetings. While it is doubtful that any funding will be achieved this year, we are making our presence  
94 known and the effort will continue until we achieve our goal. We may need to explore a municipal bond  
95 election for this funding as well.

96  
97 **General Manager's Report:**

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99 Ms. Parker reported on the foundation requests and the signature event addressed above. She also  
100 reported that the Center has been approved for the Permanent Fund Dividend "Pick, Click, Give"  
101 program and will be in the drawing for the Mayor's Charity Ball. She has also explored membership in  
102 the United Way campaign but does not hold out much hope that the Center will be included in that  
103 activity. She is also planning to submit a proposal in response to an RFP that is on the street looking for  
104 a "Meals on Wheels" provider. Lynn Curry has been retained to provide team building exercises for the  
105 staff and that those meetings have been much appreciated by the staff. Breakfast has been added to  
106 the menu in the kitchen on a trial basis while the AARP is conducting its tax preparation program. So far,  
107 the breakfast program has been well received. The MOA will begin painting most of the interior of the  
108 building beginning March 16, a project which is expected to take at least 2 weeks. *Ms. Hunt suggested*  
109 *that an article to that effect be added to the Borealis. (Action Item)*  
110

111 **Old Business:**

112  
113 Thank you notes will be sent to the volunteers who helped with the Juneau trip.  
114

115 Ms. Hunt addressed the upcoming Board work sessions and passed out the proposed agenda. The work  
116 sessions will address safety concerns, policy statements, financial review, calendaring, update of the 5  
117 year plan and re-accreditation. *All board members have committed to be in attendance at both*  
118 *meetings. (Action Item)*  
119

120 **New Business:**

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122 Adoption of the new policies on gifting and naming will be postponed until after the work sessions.  
123

124 **Adjournment:**

125  
126 Moved by Gordon Glaser, seconded by Betty Hendrickson. Motion carried at 11:59 AM!