

ANCHORAGE SENIOR ACTIVITY CENTER  
ANCHOR-AGE CENTER, Inc.  
Board of Directors Meeting  
April 8, 2015

**Call to Order – Quorum:**

Board Members Present: Karen Hunt (President); Nancy Groszek (Vice-President); Theresa Hoffmann (Secretary); Kris Warren (Treasurer); Maria James; Gary Wells; Tony Barrett; Gordon Glaser; Bud Irwin; Betty Hendrickson; Sid Atwood

Recording Secretary: Eileen (Nicky) Nickoloff

Endowment Trust Representative: Matt Blattmachr

Municipality Representative: David Levy

Staff Attendees: Rebecca Parker, General Manager; Carmen Montano, Health & Welfare Coordinator

Guests: Kayli Helvie, DHHS intern; Nathan Nall, DHHS intern

The meeting was called to order by Karen Hunt, President, on 4/8/15 at 10:02 AM after it was determined that a quorum was present and business could be conducted.

**Introductions:** A roll call was taken by the secretary.

**GUEST COMMENTS:**

**Municipality of Anchorage:** David Levy, the new Senior & Emergency Outreach Services Coordinator for the MOA, was introduced to the Board.

**Agenda:** *Approval of the agenda with no changes was unanimous.*

**Minutes from Prior Meeting:** *Kris moved and Nancy seconded approval of the BOD minutes from 3/11/15; approval was unanimous.*

**COMMITTEE REPORTS: STANDING COMMITTEES**

**Endowment – Matt Blattmachr,** the Chairman of the Endowment Fund, reported that at the end of March, the endowment fund had reached approximately 4.1 million dollars. Adjustments are being made to the investment mix as the stock market changes and these will be further reviewed in May. It was requested by the BOD that the monthly endowment report be sent to each Board member by email.

**Executive (Karen Hunt) –** Karen continues to try and coordinate the BOD schedule with Bob Carmichael, the volunteer Safety expert who is writing a safety report for the Center. A safety manual (disaster plan) is being prepared as well.

A workshop was held for Board members on Saturday April 11, and was very productive. A 5-year plan was prepared, which will also be part of the reaccreditation package. *Tony moved and Betty seconded approval of the 5-year plan, which was approved unanimously. Approval of a BOD calendar for 2015 was moved by Bud, seconded by Sid and approved unanimously,* with the understanding that this calendar is a “living document” subject to change; it was noted that lunch with legislators is missing; this will be added when finalized.

**Finance/Fundraising (Kris Warren)**

**February financial report:** discrepancies between the January and February reports were noted; some credits posted in January should have been credited in December, 2014. While there was an overall loss of about \$10K in January due to this, this was mostly balanced by over \$9K profits in February, bringing the total loss at the end of February to \$200. January copies have been amended. *Kris moved and Bud seconded approval of the February report; approval was unanimous.*

43 Kris announced a new member of the Finance committee, Rebecca Mahaney, a new  
44 ASAC member with a background in the insurance and investment fields.

45 Sue Riehle has resigned effective in October.

46 A letter of engagement has been sent to Foster and Foster to do the ASAC audit, and they  
47 are being considered for doing the tax return as well.

48 **Fundraising:** discussion of the signature event was deferred to the General Manager's  
49 report.

50 **Operations (Nancy)**

51 **Standing Rules and Bylaws Changes (Bud)** - there was considerable discussion about  
52 some changes to the Bylaws and Standing Rules. Essentially, Bylaw changes in Articles V and  
53 VII allow the Board to change the date of a membership meeting or dates of electing officers by  
54 amending the Standing Rules rather than the Bylaws. Standing Rule changes will change  
55 membership meeting and officer election dates. They also merge the Fundraising committee with  
56 Finance and Benefits and change low income membership criteria. Major sections and  
57 attachments concerned with elections are being removed from the main body of the Standing  
58 Rules to be included in an Election Manual that will be attached upon its completion.

59 *The change to Article V, section 2a and Article VII, section 2a of the Bylaws was moved by*  
60 *Kris, seconded by Nancy and unanimously approved.* These changes will be posted at the  
61 Center as well as published in the Borealis.

62 Beginning in 2016, meetings of the membership will be held annually on the second  
63 Tuesday of April, unless an alternate date is deemed necessary and approved by the BOD. The  
64 2015 membership meeting will be in October as usual.

65 **Membership (Tony)** – there has been a request from some ASAC members to create a  
66 new class of membership which would cover those who want a shorter membership than one  
67 year. *Nancy proposed and Sid seconded that this new class pay \$25 for a monthly membership,*  
68 *which would give them the right to member benefits, but they would need to pay any additional*  
69 *fees (such as \$30 per month for access to Fitness facilities). They would not be voting members,*  
70 *nor would they receive the Borealis. This was approved unanimously,* though Bud noted it  
71 would require a change in the Standing Rules.

72 **Facilities and Equipment (Sid):** fabric removal from the walls and painting at the Center is  
73 moving along. It was noted that these changes may cause changes to acoustics in some areas.

74 **Ad Hoc Committees**

75 **Reaccreditation:** Kayli reported that they continue to work on the reaccreditation package, but  
76 the date for completion will move into May.

77 **GENERAL MANAGER'S REPORT**

78 A full General Manager's report was handed out at the Board Meeting and sent previously to  
79 Board members; the following is a summary.

80 Cora Simeon was named Employee of the Quarter.

81 The Fitness Center will be open on Saturdays beginning April 4 from 9am to 2pm. This is  
82 in addition to two evenings during the week. Classes and use of the fitness room will be  
83 available during these times.

84 Lynne Curry, proprietor for The Growth Company, has been providing training for  
85 several employees with an emphasis on interpersonal skills and communication training.

86 **OLD BUSINESS**

87 **BOD Fundraising:** Work on the fund raising Signature event at the Atwood House on June 10 is  
88 progressing and it is hoped that there will be at least 250 attendees. This event is also expected  
89 to increase awareness of the Senior Center and its activities.

90 Funding for a Kid Corps van is being actively pursued and both Rasmuson funds and a  
91 grant from Conoco Phillips are possible sources for the money needed.

92 **NEW BUSINESS**

93 ASAC has applied for providing meals for McKinley Adult Day Care Center in Mountain View  
94 and Tanaina pre-school.

95 Becky will be on vacation for 3 weeks starting 4/9; Mary Shields will fill in for her.

96 Theresa asked Becky to look into putting up clocks in various parts of the Center.

97 **UPCOMING EVENTS:**

98 The Fitness Department is sponsoring ASAC's participation in the city Charity Walk on  
99 Friday, May 8, at 6pm. This is a fundraiser that provides for fitness equipment and repair.

100 There will be a Volunteer lunch on April 17. The Board members act as hosts for this  
101 event and provide donations for door prizes.

102 **Adjournment:**

103 *At 12:07 PM, Tony moved and Nancy seconded adjournment; this motion passed*  
104 *unanimously.*

105  
106 Minutes Submitted by:

107  
108 \_\_\_\_\_  
109 Theresa Hoffmann, Secretary  
110 (per Recording Secretary)

111  
112 **Board Meeting Dates for 2015:**                   5/13                   6/10                   7/8                   8/12  
113                                                           9/9                   10/14                  11/18                  12/9