

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
June 17, 2015

1 **Call to Order – Quorum:**

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

5 Recording Secretary: Mary E. Shields

6 Endowment Trust Representative: None available

7 Municipality Representative: David Levy

8 Staff Attendees: Rebecca Parker, General Manager; Stephanie Rose, Accounting Manager;
9 Carmen Montano, Health & Wellness Coordinator

10 Guests: Rebecca Mahaney, ASAC Finance Committee

11 The meeting was called to order by Karen Hunt, President, on 06/17/15 at 10:00 a.m. after it was
12 determined that a quorum was present and business could be conducted.

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

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

15 **Minutes from Prior Meeting:** *Nancy Groszek moved and Gordon Glaser seconded approval of*
16 *the BOD minutes from 05/13/2015; approval was unanimous.*

17 **COMMITTEE REPORTS: STANDING COMMITTEES**

18 **Endowment** – President Hunt stated that the Endowment report had been previously published
19 to the Board Members. No additions to the report were given.

20 **GUEST COMMENTS: No comments at this time.**

21 **Executive (Karen Hunt)** – President Hunt requested an Elections Committee Report from
22 Secretary Theresa Hoffmann. Theresa H. reported that the Elections Committee was up to date
23 and that Julie McFarland, Membership, had the forms ready to go and is the staff member “on
24 point” The following Board Members are up for re-election who can run again: Anthony Barrett,
25 Glen “Bud” Irwin and Gary Wells. Discussion was held on possibility/probability of those up
26 for election running again. President Hunt stated that Rebecca Mahaney and Judy Brady have
27 stated their intention to run. In discussion, Bud I. reminded the Board that the time constraint on
28 becoming a Member prior to running for office had been changed in the May 13, 2015 revision
29 to the Standing Rules.

30 Tony B. stated that now would be a good time for people to look for prospective Board
31 Members. Rebecca M. asked how many the Board would be losing. President Hunt: 5 – Betty
32 Hendrickson, Tony Barrett, Bud Irwin, Gary Wells and Karen Hunt. Theresa H. asked for
33 volunteers to count the votes: Tony Barrett, Maria James and Gordon Glaser volunteered. The
34 counting takes place in October.

35 President Hunt stated that Ann Rabinowitz has agreed to serve on the Advisory Council.
36 She asked the Board to consider if it were appropriate to invite the Chair or Co-Chair to attend
37 the Board meetings and to bring that to the Advisory Council. She further stated that from the
38 inception of the Advisory Council, they had been charged to have an open meeting once a
39 quarter; these meetings have a very small attendance. She asked the Board to consider whether it

40 would be appropriate for the Board to request that the Advisory Committee hold discussions on
41 how to best serve the Center.

42 *It was moved by Bud I., seconded by Nancy G. that the recommendations be approved. Upon*
43 *vote taken, motion passed unanimously.*

44 President Hunt reminded the Board Members that the only items distributed to the Board
45 both by email and at the meeting are the Minutes from the prior Board meeting and the Board
46 meeting Agenda. All other items sent by email are for the Members to copy and review. This
47 should be discussed as part of new Board Member orientation.

48 **Finance/Fundraising (Kris Warren)**

49 **April financial report:** Kris W. stated that ASAC is still in the red, but that this was
50 partly due to the costs of the Garden Gala and will show some correction in June. He also stated
51 that the Raffle sub-committee needs a chair. Nancy G will serve, but does not wish to chair. The
52 spring sale was discussed and Kris W. reported that the tax return was revised and sent to the
53 auditors.

54 *Kris W. moved and Gordon G. seconded to approve the April financial report; approval*
55 *was unanimous.*

56 **Operations:** Nancy Groszek stated that she had no report

57 **Membership (Tony Barrett)** – The Membership Committee will be reviewing the new Tour
58 Brochure with Julie McFarland. President Hunt asked that a copy be sent to the Board Members
59 when completed. The listing of senior housing facilities is ready as soon as the video is finished.
60 Rebecca P. stated that the video is moving forward. The Committee also discussed the need for
61 new and prospective members be recognized and welcomed when they attend Social Hour.
62 Rachael Althof will follow up on this. Further, a list for a variety of potential new programs will
63 be developed.

64 **Facilities and Equipment (Sid Atwood):** Sid A. a stated that he missed the last meeting; he
65 congratulate the Board on the completed purchase of the new van. A discussion was held
66 regarding the ownership of the Swank house. Bud I. reminded the Board that the MOA states in
67 the ASAC contract that it is owned by Anchor-AGE Center, Inc. President Hunt stated that there
68 is a long list of things that have to take place regarding this subject, but that it was not a priority
69 at this time. Sid A. also commented on the need for a back-up driver for the Kids Corps van
70 run.

71 **Ad Hoc Committees: No Reports**

72 **GENERAL MANAGER’S REPORT:**

73 A full General Manager’s report prepared by Rebecca Parker was handed out at the Board
74 Meeting and previously sent to Board members; the following are highlights not otherwise
75 covered in this report:

76 Re-Accreditation notebooks: Kris W. asked what additional was needed by the NISC.
77 Rebecca P. stated that they needed narratives on the Center and on the preparation of the
78 notebooks. Nancy G. asked if it costs ASAC to do this and if ASAC pays for the costs of the
79 persons conducting the peer review. President Hunt asked Rebecca P. to check on this matter.

80 David Levy asked if there had been contact with the new mayor for a tour. Rebecca P.
81 has been asked to serve on a transition team.

82 Rebecca P. reported that she will be conducting mid-year performance reviews; that a
83 video team is being selected to produce a messaging video to be used for numerous events; she
84 will be starting on grant applications in July and August; the Rasmuson Foundation asked that
85 ASAC submit for another grant; advised that Christopher Knight would be starting on June 22nd
86 as Culinary Manager – a lateral position to Cora Siemen’s position. He will be working on
87 pricing and menus as well as cooking. Bud I. asked if members would be getting a price
88 advantage over non-members. Rebecca P. stated that this had not been discussed as yet.

89 President Hunt asked if there were any other questions. Gordon Glaser asked David
90 Levy which category ASAC fit into in the transition teams. David L. stated he was not sure, but
91 probably Live, Work, Play. He will follow up on this.

92 There was a discussion between Gordon G. and David L. regarding prevention services
93 for seniors. President Hunt stated that by being an activity center, we are a prevention center
94 thus making ASAC an enormous asset toward keeping people out of the homeless, hungry,
95 depressed, etc. population. David L. stated that the Municipality has an investment here and that
96 is why he believes a meeting needs to be held with the new administration as soon as possible.

97 Rebecca P. reported on the Garden Gala Signature Event: over 300 people attended; the
98 bills are paid and it appears ASAC has a \$25,000. net. As noted in report, it was a very
99 successful first event. If the decision is made to do it again, the Atwood estate is available to
100 us and we will have more time to prepare. Discussion was held on the possibility of holding the
101 event again next year. President Hunt stated that the Board will be evaluating the event, both the
102 costs and the value of the exposure to the community. Bud Irwin asked if a letter could be sent
103 to potential donors/contributors in July and then withdrawn if the Board decided not to go
104 forward. Rebecca P. stated that once the letters go out, we must move forward. A decision
105 needs to be made by August at the latest. Gordon Glaser reminded David Levy that a signature
106 event is required in ASAC’s MOA Contract. David L. stated that in balancing out the benefits, is
107 it a fund raising or public relations event. He stated that he saw a lot of positive Facebook
108 posting. Rebecca P. stated that it was also politically good for the Center. David L., “an added
109 benefit – they now know who you are and will recognize you when you ask for something.”

110 Nancy G. asked if ASAC was on the list for the Mayor’s Charity Ball. Rebecca P.,
111 “Yes.”

112 **OLD BUSINESS:**

113 **BOD Fundraising: Kids’ Corps van:** Rebecca P stated that she is working on getting the
114 \$6,500 dollars to replace the loaned monies.

115 **NEW BUSINESS**

116 A. Ratify sale of cemetery plots: President Hunt stated that four of the eight cemetery plots
117 have been sold. *Sid Atwood moved that the electronic vote that was taken for this purpose be*
118 *ratified, seconded by Betty Hendrickson. Following discussion, the motion passed*
119 *unanimously.*

120 B. Administration Matters: Rebecca P. stated that ASAC will be applying for another
121 Rasmuson Grant once a decision was made as to what to request. Discussion was held

122 including: fixing the lobby, purchasing a van to use for members with mobility issues, and a
123 new security system. Grants can only be used for capital, not operational, purposes.

124 **DIRECTORS' CLOSING COMMENTS:**

125 Nancy Groszek asked to be excused from the July Meeting. No other Director comments were
126 forthcoming.

127 Mary Shields asked to speak as Chair of the Alaska Commission on Aging. She stated
128 that the State Plan on Aging for 2015 – 2019 was being finalized and thanked Karen Hunt, Kris
129 Warren and Gordon Glaser for providing testimony. Final review by the Commission will be
130 next week.

131 **ADJOURNMENT: At 11:50 a.m. it was moved by Tony Barrett, seconded by Bud Irwin that**
132 **the meeting be adjourned. Upon vote taken, the motion was passed unanimously.**

133 President Hunt adjourned the meeting and stated that an Executive Session would begin in 10
134 minutes.

135 **UPCOMING EVENTS:**

- 136 90+ Birthday Lunch – June 18th 1:00 p.m.
- 137 Learn Fly Tying & Casting – June 23rd – 6:00 p.m.
- 138 MOA Senior Citizen's Committee – June 24th – 10:00 a.m.
- 139 Board's Annual Calendar for June, July and August was distributed to the Board

Minutes Submitted by:

/s/ Theresa Hoffmann

Theresa Hoffmann, Secretary
(Per Recording Secretary)

Board Meeting Dates for 2015/2016:	07/08	08/12	09/09	10/14
	11/18	12/09	01/13	02/10