

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
September 16, 2015

Call to Order – Quorum:

Board Members Present: Kris Warren (President); Theresa Hoffmann (Secretary); Rebecca Mahaney (Treasurer); Maria James; Anthony “Tony” Barrett; Gordon Glaser; Glen “Bud” Irwin; Sid Atwood; Gary Wells (telephonically).

Board Members Excused: Nancy Groszek (Vice President), Betty Hendrickson

Recording Secretary: Eileen (Nicky) Nickoloff

Endowment Trust Representative: None available

Municipality Representative: David Levy

Staff Attendees: Rebecca (Becky) Parker, General Manager; Julie McFarland; Stephanie Rose

Guests: Carol Krenselewski, Claude Watson, Geri Nickelson

Other: Judy Brady and Lynn Paterna (Board members elected to take office in October); Bob Curtis-Johnson (Summit Day Media)

The meeting was called to order by Kris Warren, President, on 09/16/15 at 10:02 a.m. 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: Carol Krenselewski reported on progress in food served at the Wednesday Social Hour, but still sees a need for bread for sandwiches.

David Levy, the MOA liaison, attended the meeting on 9/9 with Mike Abbott, the Mayor’s chief of staff. He emphasized that the funding of ASACs needs must be carefully prioritized and reduced into phases.

Agenda: *Theresa moved and Gordon seconded approval of the agenda with a change to schedule presentations by Bob Curtis-Johnson and Julie McFarland first; approval was unanimous.*

Minutes from Prior Meeting: *Bud Irwin moved and Sid Atwood seconded approval of the BOD minutes from 08/16/2015; approval was unanimous.*

PRESENTATIONS

Julie McFarland introduced a five minute video that was made by Bob Carter-Johnson and his team at Summit Day Media. The purpose of the video is to dispel misinformation, and show the more playful side of ASAC, as well as to act as a recruitment aid. It will be shown to other non-profit agencies and Rebecca Parker is looking for funding for TV spots. The video was very favorably received by the Board.

Julie also made a presentation of ASAC’s current computer status, including information on backups, updates and available reports. ASAC currently has approximately 23 workstations with antivirus programs installed. While the 3-year warranty on these has expired, they are still in good condition, and run Home Office 2010, Adobe, and other programs. Backups are currently performed nightly, but with current software, take 15 hours to complete, as full backups of all information are done. Customer service is done by Julie, spending about 10 hours a week of her time, with the help of PCNet, who holds the contract for computer services for ASAC. Their price is much lower for non-profits than for-profit organizations. The Center will start replacing workstations in 2016, as well as a new server and better UPS system. This will also reduce the time required for backups.

42 **COMMITTEE REPORTS: STANDING COMMITTEES**

43 **Endowment** – no representative present; no report submitted.

44 **Executive (Kris Warren)** – the Executive committee met on September 3. Members of the
45 Assembly have been invited to the Center next month, and Board members are trying to arrange
46 a visit from the Mayor and his key staff.

47 The Safety report was deferred until the next BOD meeting.

48 The Annual Report is being prepared for the October 14 membership meeting.

49 **Finance (Rebecca Mahaney)** – Rebecca Mahaney reviewed the Net Income Report through
50 July 2015, which showed some overall loss due to staff changes, purchase of kitchen equipment,
51 audit report charges, credit card fees from the Gala, and contracted changes which were not
52 budgeted. There is \$100,000 in savings, and finances are in good shape even though there is a
53 temporary cash flow deficit reflected in the loss shown in the report. *Gordon Glaser moved and*
54 *Bud Irwin seconded approval of the July financial statement, which was unanimously*
55 *approved by the Board.* In addition, *Theresa Hoffmann moved and Gordon Glaser seconded*
56 *the budget revisions proposed for the rest of 2015; this motion was also unanimously*
57 *approved.* These revisions keep ASAC on a break-even budget for the year.

58 **Operations:** A new chairman is needed for the Membership committee, to replace Tony Barrett;
59 it was decided to wait until the October BOD meeting when new Board members will be
60 invested to see if any of them would be suitable. Tony will update whoever is chosen.

61 The website will be revised in 2016 and a new Webmaster may be needed to replace Don
62 Alspach, who will be away during much of the winter. Don is also chairperson of the Facilities
63 and Equipment committee.

64 **Facilities and Equipment (Sid Atwood):** A new chairperson is needed for the Facilities and
65 Equipment committee.

66 **Ad Hoc Committees:** Gordon Glaser will chair the Bonding committee, but ASAC will be
67 lumped in with other MOA facilities on any bond issue for the ballot; if this is approved, vote
68 will be on the April 2016 ballot.

69 **GENERAL MANAGER’S REPORT:**

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

73 New office furniture is being moved into the Center and many staff members are receiving new
74 furniture. The reception area is moving to provide better vision of the main entryway. The
75 furniture was donated by a local native corporation.

76 A proposal for 2016 has been submitted to Conoco Phillips for \$14,000 to underwrite an internal
77 security system of 8 cameras and monitoring equipment.

78 **OLD BUSINESS:**

79 The Lions Club has been approached to help fund additional money to pay for the Kid Corps
80 van.

81 Staff restructuring is in process and a new organization chart will be available at the next BOD
82 meeting.

83 A Rasmuson grant request is being held until things settle down at the Center; this request may
84 include updates to the sound system, need for an additional vehicle with a transport lift for
85 handicapped members, furniture replacement.

86 **NEW BUSINESS – ADMINISTRATION:**

87 A proposed policy concerning pets and animals at ASAC is awaiting MOA policy approval.

88 *Appointment of former Alaska Senator Bettye Davis to the Advisory committee was moved by*
89 *Sid Atwood, seconded by Gordon Glaser, and approved unanimously.*

90 **DIRECTORS’ CLOSING COMMENTS:**

91 Judy Brady asked if the Center is an Emergency Center. She will check with David Levy for the
92 answer to this question.

93 Maria James reminded everyone of “Celebrate Senior Veterans” from November 9-13. There
94 will be a number of activities at the Center that week.

95 Tony Barrett mentioned a member who has been teaching fly fishing for 5 years; he would like
96 to know if there is a policy to award him a free one-year membership for his service. We
97 currently have no policy for this, and Rebecca Parker asked that it be discussed at a Fund Raising
98 committee meeting. Additionally, Theresa Hoffmann added that we could advertise in the
99 Borealis about people giving a gift of a year’s membership to others.

100 **ADJOURNMENT:** *At 12:12 p.m. it was moved by Gordon Glaser, seconded by Tony Barrett,*
101 *that the meeting be adjourned. Upon vote taken, the motion was passed unanimously.*

102

Minutes Submitted by:

Theresa Hoffmann, Secretary
(Per Recording Secretary)

Board Meeting Dates for 2015/2016:	10/14	11/18	12/09	
	01/13	02/10	03/09	04/13