

ANCHORAGE SENIOR ACTIVITY CENTER  
ANCHOR-AGE CENTER, Inc.  
Board of Directors Meeting  
March 9, 2016

**Call to Order – Quorum:**

Board Members Present: Kris Warren (President); Nancy Groszek (Vice-President); Rebecca Mahaney (Treasurer); Maria James; Sid Atwood; Lynn Paterna; Gary Wells; Gordon Glaser  
Board Members Excused: Theresa Hoffmann (Secretary); Mary Shields  
Board Member Absent: Judy Brady  
Recording Secretary: Eileen (Nicky) Nickoloff  
Endowment Trust Representative: none present  
Municipality Representative: David Levy  
Staff Attendees: Rebecca (Becky) Parker (General Manager); Malorie Spreen (Program Director); Stephanie Rose (Accounting); Carmen Montano (Health and Wellness)  
Guests: Rachel Davis (student intern)

The meeting was called to order by Kris Warren, President, on 03/09/16 at 10:04 a.m. after it was determined that a quorum was present and business could be conducted.

**Introductions:** A roll call was taken by the Recording Secretary.

**Guest Comments:**

Carmen Montano reported a total of \$950 from the Fur Rondy silent auction. Stephanie Rose reported a profit of \$400 from beer and wine sales at the Pioneer dinners.

**MOA (David Levy):** MOA is working with the Senior Center on continuation of Medicare services. Money is tight on the state level and cost shifting is being proposed for Medicaid.

**Agenda:**

*Nancy Groszek moved and Sid Atwood seconded approval of the agenda; approval was unanimous.*

**Minutes from Prior Meeting:** *Gordon Glaser moved and Rebecca Mahaney seconded approval of the BOD minutes from 02/10/2016; approval was unanimous.*

**COMMITTEE REPORTS: STANDING COMMITTEES**

**Endowment** – no report (Matt Blattmachr was not present). Stephanie Rose reported that ASAC’s loan from the Endowment Fund has been repaid and closed out; the semi-annual distribution from the Fund has been received by ASAC.

**Executive/General Manager’s Report (Kris Warren)** – no report, the Executive Committee meeting was cancelled due to Reaccreditation visit.

**Finance (Rebecca Mahaney)** - Rebecca Mahaney reported that no Finance report was available for approval, since the Committee meeting was delayed a week and will be after the Board of Director’s meeting.

While ASAC is ahead of the budget for January, losses continue. A number of fees have been raised (Membership and Fitness), but the Center is still spending more than is being taken in.

The Kid Corp contract will need to be reviewed prior to May 5.

38 There is a need to either bring in \$5K/month additional monies or eliminate that amount from  
39 programs that do not bring in money.

40 **Membership (Malorie Spreen for Judy Brady)** – May is Member Appreciation month. There  
41 will be a free one-day fitness opportunity. The Committee is urging giving a gift membership;  
42 the giver will receive either a free lunch ticket or a \$5 gift shop certificate.

43 The new video on membership is now available on YouTube. CDs will be made available for  
44 use in presentations for other organizations.

45 **Operations (Nancy Groszek)** - no report.

46 **Facilities and Equipment (Sid Atwood)** – monies were saved on snow removal this winter, but  
47 there were costs or extra sanding due to ice buildup in the parking lots.

48 MOA will pay for purchase and installation of a kettle filler faucet for the tilt skillet.

49 **Ad Hoc Committees:**

50 **Parking Lot/Legislative (Gordon Glaser)** – Gordon Glaser and Mary Shields were in Juneau;  
51 stressed that ASAC members need to contact their legislators and also to look for funding  
52 opportunities, including some which may originate outside Alaska.

53 The engineering firm RPKA has developed a preliminary plan for parking lot improvements,  
54 with emphasis on drainage, better signage and improved lighting and striping.

55 **Self Evaluation (Lynn Paterna)** – the group has reviewed recommendations from the  
56 Reaccreditation comments and are working toward presentation of a workshop in December. Dr.  
57 Chase, a member of the Human Services Department at UAA, will be visiting different  
58 programs, looking at self-evaluation tools and deciding on a model for ASAC to use.

59 **Kitchen Cabinet** - Doug Rose has met several times with kitchen staff on improving  
60 organization.

61 **GENERAL MANAGER’S REPORT:**

62 A full General Manager’s report prepared by Rebecca Parker was handed out at the Board  
63 Meeting and previously sent to Board members.

64 **Reaccreditation:** Becky Parker reported that Dianne Stone met with the BOD and others during  
65 her two-day onsite visit. During the exit interviews, Ms Stone acknowledged that she will be  
66 recommending ASAC for Accreditation.

67 **OLD BUSINESS:**

68 **Policy and Procedures:** After much discussion of the Pet Policy, *Gordon Glaser moved and Sid*  
69 *Atwood seconded that the Pet Policy be passed as written, with the addition of “to adhere to*  
70 *existing MOA policy”.* *This motion was passed by 6 in favor, 2 against.* This policy is subject  
71 to change in the future as needed. Gordon asked that copies be posted on the Web site as well as  
72 available at the front desk and in the Borealis. Becky Parker will send Don Alspach the update  
73 for posting on the Web. There will also be a sign posted by the Restaurant that only service dogs  
74 will be allowed in food service areas.

75 **Website enhancements:** Professional redesign may cost between \$5-10K. Currently, only Don  
76 Alspach has the ability to post on the Web site. Becky Parker will see if there is a staff member

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77 capable of doing this and report back to the Board within 60 days. For this year, there is an  
78 emphasis on keeping the Web site up-to-date.

79 **Board Participation in Gala/Silent Auction:** Each Board member has been requested to  
80 donate an item for the Silent Auction worth \$200-300 or an equivalent cash donation. Gary  
81 Wells requested a formal letter stating this request, for tax purposes.

82 **April 2 BOD Workshop:** lunch will be brought in from an outside restaurant, with members  
83 paying for their own. Topics for discussion include strategic plan updates, self-assessment  
84 (Lynn Paterna), and a dry run for the annual meeting.

85 **DIRECTOR'S COMMENTS:**

86 Maria James requested a copy of the new organization chart.

87 **ADJOURNMENT:** *At 12:25 p.m. it was moved by Nancy Groszek, seconded by Gary Wells,*  
88 *that the meeting be adjourned. Upon vote taken, the motion was passed unanimously.*

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90 Minutes Submitted by:

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95 Theresa Hoffmann, Secretary  
96 (Per Recording Secretary)

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99 <b>Proposed Board Meeting Dates for 2016*:</b>	04/13	05/11	06/08
100	07/14	08/10	09/08
101	10/13	11/11	12/08

102 \*Dates are subject to change due to holidays or other unexpected occurrences.