

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
April 13, 2016

1 **Call to Order – Quorum:**

2 Board Members Present: Kris Warren (President); Rebecca Mahaney (Treasurer); Theresa
3 Hoffmann (Secretary); Mary Shields; Maria James; Sid Atwood; Lynn Paterna; Gary Wells
4 Board Members Excused: Nancy Groszek (Vice-President); Judy Brady; Gordon Glaser
5 Recording Secretary: Eileen (Nicky) Nickoloff
6 Endowment Trust Representative: none present
7 Municipality Representative: David Levy
8 Staff Attendees: Rebecca (Becky) Parker (General Manager); Malorie Spreen (Program
9 Director); Stephanie Rose (Accounting)

10 The meeting was called to order by Kris Warren, President, on 04/13/16 at 10:05 a.m. after it
11 was determined that a quorum was present and business could be conducted.

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

13 **Guest Comments:**

14 **MOA (David Levy):** David Levy announced that there will be an Older Americans Day
15 celebration and brunch on 5/4/16 at the Senior Center. The winner of the Ron Hammett award
16 will also be announced at that time; this award recognizes individuals whose outstanding service,
17 dedication and leadership has had a significant impact on the quality of life for seniors in the
18 MOA.

19 **Agenda:**

20 *Mary Shields moved and Theresa Hoffmann seconded approval of the agenda; approval was*
21 *unanimous.*

22 **Minutes from Prior Meeting:**

23 *Rebecca Mahaney moved and Gary Wells seconded approval of the BOD minutes from*
24 *03/09/2016; approval was unanimous.*

25 **COMMITTEE REPORTS: STANDING COMMITTEES**

26 **Endowment** – Matt Blattmachr sent a report stating that the Endowment Trust has remained
27 relative stable at about \$4 Million over the past year in a changing market; the balance was \$3.93
28 Million at the end of March.

29 **Executive (Kris Warren)** – the Annual Meeting was held on April 12 and was well-attended.

30 **Finance (Rebecca Mahaney)** - Rebecca Mahaney presented the January and February 2016
31 financial reports for approval by the Board. Sid Atwood moved for approval, seconded by Mary
32 Shields and the reports were unanimously approved. As of the end of February, the balance for
33 the year is still in red.

34 New members are needed for the Finance Committee; please contact Rebecca Mahaney or Kris
35 Warren if interested.

36 **Membership (Lynn Paterna for Judy Brady)** – the Membership committee proposed changing
37 its name to “Membership Outreach” to better reflect the work it is doing. The Center is down 123
38 members from this time last year; Julie McFarland (ASAC staff) will send out reminder notices

39 to those persons who have not renewed their membership. Work is on-going to better coordinate
40 staff membership and accounting departments.

41 There was a discussion on how to identify those persons using ASAC facilities who are not
42 members, a recurring topic. One suggestion was to have instructors of various classes assist in
43 this effort.

44 **Operations (Kris Warren for Nancy Groszek)** – a recent Board workshop dealt with revising
45 the Mission Statement and updating the Strategic Plan.

46 **Facilities and Equipment (Sid Atwood)** – the kitchen faucet for the tilt skillet has been
47 installed, but repair was needed for a pipe involved; this was paid for by MOA.

48 Milton Brown (maintenance staff) reported a recall on some of the vacuums used in the facility.
49 He has been overseeing kitchen cleaning and window cleaning.

50 Sweeping of gravel is on-going in the parking lots.

51 New members are also needed for the Facilities and Equipment Committee; please contact Sid
52 Atwood or Kris Warren if interested.

53 **Ad Hoc Committees:**

54 **Self Assessment (Lynn Paterna)** – Dr. Chase, a member of the Human Services Department at
55 UAA, has done research on different models for self-assessment, and will present a report to the
56 Board in December. The focus is on sustainability over the next five years, until the next
57 reaccreditation. This information is also needed for grant writing.

58 **Kitchen Cabinet** - Doug Rose of IHOP has been working on organization with the kitchen staff
59 and a new line cook has been hired. Prices will go up slightly. A new breakfast menu will start
60 before the end of the month, and will be available from 9am - noon. Renegotiations are on-going
61 with groups having lunches or dinners at ASAC, asking for payment for room rental as well as
62 higher food costs.

63 **GENERAL MANAGER’S REPORT:**

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

66 **Reaccreditation:** Becky Parker reported that National Reaccreditation for ASAC has been
67 received, with compliments on the video and other aspects of the review. There are only 120
68 accredited senior centers in the entire country, with 2 in Alaska (Kodiak and Anchorage). Work
69 is ongoing on a TV ad.

70 **Gala:** a number of donations are coming in, and the invitation list of 300 is being updated.

71 **OLD BUSINESS:**

72 **Website enhancements:** It was agreed that the need to keep the website updated at this time was
73 more important than a total revision. Don Alspach will be contacted to see what he is willing to
74 do.

75 **DIRECTOR’S COMMENTS:**

76 Gary Wells suggested considering services that ASAC may be able to sell. He also suggested
77 trying to arrange free service announcements on radio spots to publicize events at the Center.

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ADJOURNMENT:

At 12:10 p.m. it was moved by Mary Shields, seconded by Gary Wells, that the meeting be adjourned. Upon vote taken, the motion was passed unanimously.

Minutes Submitted by:

Theresa Hoffmann, Secretary
(Per Recording Secretary)

Proposed Board Meeting Dates for 2016*:

05/11	06/08	07/14	08/10
09/08	10/13	11/11	12/08

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