

ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
June 15, 2016

1 **Call to Order – Quorum:**

2 Board Members Present: Kris Warren (President); Nancy Groszek (Vice-President), Theresa
3 Hoffmann (Secretary); Mary Shields; Maria James; Judy Brady; Sid Atwood; Gary Wells
4 Board Members Excused: Rebecca Mahaney (Treasurer); Lynn Paterna; Gordon Glaser
5 Recording Secretary: Eileen (Nicky) Nickoloff
6 Endowment Trust Representative: none present
7 Municipality Representative: none present
8 Staff Attendees: Rebecca (Becky) Parker (General Manager); Malorie Spreen (Program
9 Director); Stephanie Rose (Accounting); Shelby Cox (ACC medical extern)
10 The meeting was called to order by Kris Warren, President, on 06/15/16 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:** no representative present.

15 **Agenda:**

16 *Theresa Hoffmann moved and Mary Shields seconded approval of the agenda with one*
17 *change, that of considering approval for Becky Parker to attend a conference in Philadelphia*
18 *in September. This was added and agenda was approved unanimously.*

19 **Minutes from Prior Meeting:**

20 *Nancy Groszek moved and Sid Atwood seconded approval of the BOD minutes from*
21 *05/11/2016 agenda with one change; the change was made and minutes were approval*
22 *unanimously.*

23 **COMMITTEE REPORTS: STANDING COMMITTEES**

24 **Endowment – Nancy Groszek moved and Mary Shields seconded approval to apply for the**
25 **mid-year distribution to ASAC from the Endowment Fund. Motion was approved**
26 **unanimously.**

27 **Executive (Kris Warren) – no report.**

28 **Finance (Kris Warren for Rebecca Mahaney) - Theresa Hoffmann moved and Mary Shields**
29 **seconded approval of the April 2016 financial report; this was approved unanimously.**
30 Finances for the month are positive, as a result of partial monies from the Gala and staff
31 reductions. The Charity walk earned \$6630 for maintenance and replacement of fitness
32 equipment.

33 **Membership Outreach (Judy Brady) – no report.**

34 **Operations (Nancy Groszek) – it was noted that the Mission Statement in the Bylaws needs to**
35 **be updated.**

36 **Facilities and Equipment (Sid Atwood) –the computer server is 5 years old, the maximum life**
37 **for such a server. ASAC could either transition to a digital format, which would cost**
38 **approximately \$18K, or could instead buy a new server and continue to use the current server in**

39 a “virtual” manner, for a monthly fee. Additionally, PC Net has made recommendations about
40 replacing the computers a few at a time over the coming years. Grant options are being explored.

41 Bids have been received for boiler replacement; these costs would be paid for by MOA.

42 **Ad Hoc Committees:**

43 **Parking Lot Improvements:** upgrades to the West Parking Lot were submitted for permit on
44 5/1, but have not yet been approved.

45 **Self Assessment (Lynn Paterna)** – no report.

46 **Kitchen Cabinet** - pricing for meals in the Arctic Rose restaurant continue to be evaluated, as
47 well as ways to reduce food costs.

48 **GENERAL MANAGER’S REPORT:**

49 A full General Manager’s report prepared by Rebecca (Becky) Parker was handed out at the
50 Board Meeting and previously sent to Board members.

51 The second annual Garden Gala, held on June 8 at the home of John and Candace Hendrix,
52 netted a total of \$46,700 in ticket sales and auction item proceeds. There were nearly 230 guests,
53 including the Governor and First Lady. Jackie Purcell, from KTUU, reported on the weather
54 from the Garden Gala location.

55 The Victorian tea reported losing about \$750; the library and fabric sales netted a profit of \$6900
56 and the plant sale on Saturday June 4 generated \$1100 in sales.

57 **OLD BUSINESS:**

58 **Fall election:** Julie updated the packet for those wishing to apply for a position on the Board of
59 Directors; this will be available in the Borealis or at the front desk. Application is open 6/27-8/1.
60 Terms on the Board are up for Maria James, Gary Wells, Sid Atwood and Kris Warren; only
61 Kris has indicated that he wishes to run again. Judy Brady will chair a Nominating Committee,
62 and the Board should consider what talents are needed and try to recruit suitable nominees.

63 Officer vacancies will be those of Secretary and Vice-President. Mary Shields has indicated
64 willingness to be considered for the Secretary position, subject to the will of the Board.

65 **NEW BUSINESS:**

66 Becky Parker, the General Manager, requested approval to attend the National NISC meeting in
67 Philadelphia in September, at a cost of less than \$2500. *Nancy Groszek motioned for approval,*
68 *seconded by Maria James, and approved unanimously.*

69 **DIRECTOR’S COMMENTS:**

70 Stephanie Rose reported on securing new health insurance for staff, with better benefits, a lower
71 deductible and lower individual costs.

72 Malorie Spreen is working with medical externs from the ACC program, who will be assisting
73 with taking blood pressures and doing glucose testing.

74 **ADJOURNMENT:**

75 *At 11:55 am. it was moved by Nancy Groszek, seconded by Mary Shields, that the meeting be*
76 *adjourned. Upon vote taken, the motion was passed unanimously.*

ASAC Board of Directors Meeting June 15, 2016

Minutes Submitted by:

Theresa Hoffmann, Secretary
(Per Recording Secretary)

Proposed Board Meeting Dates for 2016*:

07/13	08/10	09/08
10/13	11/11	12/08

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