

1 ANCHORAGE SENIOR ACTIVITY CENTER
2 ANCHOR-AGE CENTER, Inc.
3 DRAFT Final Board of Directors Minutes
4 October 12, 2016 Board Meeting
5

6 Board Members Present: Kris Warren (President), Lynn Paterna, Theresa Hoffmann, Rebecca Mahaney,
7 Judy Brady, Sid Atwood, Maria James, Nancy Groszek, Sally Ann Carey, Calvin Williams, Matt
8 Blattmachr.

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10 Board Members Excused: Gordon Glaser, Mary Shields and Tom Brennan

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12 Absent: Gary Wells and David Levy

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14 Recording Secretary: Malorie Spreen

15
16 Endowment Trust Representative: Matt Blattmachr

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18 Municipality Representative: None Present

19
20 Staff Present: Rebecca Parker (General Manager), Stephanie Rose (Accounting Director) and Malorie
21 Spreen (Program and Operations Director)

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23 Guests: Zoi Maroudas with Bambinos Baby Food

24
25 The meeting was called to order by Kris Warren, President, on 010/12/16 at 10:10 a.m. after it
26 was determined that a quorum was present and business could be conducted.

27
28 Introductions: A roll call was taken.

29
30 Zoi Maroudas made a presentation about her business "Bambinos Baby Food". She has worked with
31 elders in the past and sees the unity and connection between what she is doing now and a
32 possible partnership with the Senior Center. She is the creator of Bambino's Baby Food. The
33 food offers quality nutrition that is savory for anyone who needs additional nutrition. She is
34 looking for ASAC's support and endorsement. Further discussion is needed.

35
36 Agenda was approved at 10:37

37
38 Past Meeting Minutes were approved at 10:38.

39
40 Introduction of New Directors: Sally Ann Carey and Calvin Williams
41
42
43
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45 Discussion with new board members:

46

47 We encourage all Directors to be a part of one or more committees. They received the Board Books that
48 were recently updated to reflect the reality of what happens at the Center.

49 Sally is very appreciative to be here and is also on the Gala Committee and Membership Committee. Cal
50 is excited to be here and appreciates the efficiency with which the staff works. Sid had encouraged him to
51 apply for the Board. After hearing the various assignments of the board, he would like to join the facilities
52 Committee.

53

54 Appreciation was expressed for outgoing members, Maria James and Sid Atwood.

55

56 COMMITTEE REPORTS: STANDING COMMITTEES

57

58 MEMBERSHIP/SELF EVALUATION COMMITTEE REPORT (Judy Brady and Lynn Paterna):

59

60 Lynn Paterna: We are still not as high in membership as we were last year; however, we are \$8,000
61 higher in membership than last year due to the increase in membership cost. ASAC felt the effect of
62 losing over one hundred members who passed away in 2015. The Membership Committee is using its
63 energy towards outreach. We started calling those who didn't renew to find out the reason behind why
64 they weren't renewing. We found out that people don't answer their phones when they don't know the
65 number. A solution might be to use the phones at the Center to call.

66

67 The Self-Assessment evaluation has begun, the students are very excited. There are 23 students who will
68 be working with us. They are broken up into 6 groups and measuring standards of accreditation as
69 outlined by NOCA. Evaluation Review with the Board is scheduled on November 29th from 5-7 in the
70 Starlight Ballroom. They would like to volunteer to bake for the Noel Bazaar Bake Sale. They major in
71 Human Services. Dr. Chase travels all over the world and looks at evidence based evaluation.

72

73 In our NOCA Evaluation, we were told that we don't do a sufficient job evaluating our programs which is
74 why we are fortunate to have the class focusing its energy on the Center. They will present the data on the
75 29th and it will be up to the staff to utilize the information that they present over the next year.

76

77 Judy Brady: Membership was attempting to set up a series of speaking engagements for this month but
78 there were a number of people who were gone and ill. We are looking at November to advertise for the
79 holidays and pushing giving memberships as gifts. Our income is up but our numbers are down. The
80 Operations Committee only reports that we need to change the mission statement on the website and the
81 new brochures.

82

83 ENDOWMENT REPORT (Matt Blattmachr):

84

85 The Corporation set up the endowment trust for a long lasting fund that pays the Center 3% of the funds
86 for operations. It is invested in the market and bonds to help it grow along with the money that is left.

87 Last month we had a visit from Tom Kibler, he will be coming at least once a quarter if not every other

88 meeting. The end of September finished with our account just over four million. In his conversations with

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89 Tom, they are not recommending any change right now. They are concerned that we only have \$64,000 in
90 working cash right now. Tom has three managers that are doing well with their accounts. Perhaps we
91 should harvest some cash now for the next 10-12 months. What does the Board think? Stephanie
92 commented that it would be good for us to have the amount that is needed for the next year. We don't
93 need a loan any time soon. The rest of this year we should be set. The Board recommends that they
94 harvest enough money to cover ASAC for the year of 2017. Stephanie remarked that there is a \$5,000
95 pledge on the books, we would like to remove it as it is skewing the reconciliation. They put a pledge
96 allowance in for the same amount. Does the board agree? We recently had a pledge given to us but we
97 don't know the amount as of yet. It could take anywhere from a year to two years to finalize and the
98 donor also left all of her jewelry to the Gift Shop.

99

100 FINANCE REPORT (Kris Warren for Rebecca Mahaney):

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102 Mary Shields and Nancy Groszek and perhaps Mickey Becker will join the Finance Committee now.
103 Finance Committee met on Monday and approved the financial report for the month of August. We are
104 \$1,049.86 in the black for the month of August. Rebecca thanks the team for all of the work that we are
105 doing in the kitchen and also for the Fall Prevention Seminar. We are \$15,000 in the black for the year
106 until you remove the fixed assets which includes anything that has been purchased (over a \$1,000) that
107 wasn't budgeted for. It adds itself back to our bottom line. Currently, we have \$30,000 in fixed assets.
108 The trend looks like it's moving in the right direction. We are trying to increase our revenue. We had to
109 replace some things that we couldn't have anticipated. A lease was signed for the dishwasher. West coast
110 Paper has agreed to finance for 36 months same as cash. The electrical needs to be replaced which will be
111 more energy efficient. It is a smaller machine and will use fewer chemicals, is taller and overall will make
112 the process simpler and more streamline. It will cost \$330 per month and they will service it quarterly
113 with no interest.

114

115 A motion is made to accept the financial report and it is approved.

116

117 FACILITIES COMMITTEE REPORT (Sid Atwood):

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119 Sid will be retaining his seat on the Committee and will be the Chair of the Facilities Committee. Don has
120 been very helpful on the Committee. There will be a new sidewalk added around the building to increase
121 accessibility to the perimeter of the building. Three new boilers are being installed upstairs, two have
122 been installed so far.

123

124 Ham Radio Update: \$4,000 is needed for a new radio and a beam and a mechanism that turns the beam.
125 Sally Ann has offered to purchase the mechanism for \$800. The \$800 will get them the equipment they
126 need in order to get the beam up. They have a wire antenna that connects them to the Alaska Net; Sid was
127 able to talk to Juneau. It has some other problems though. A good used radio will cost around \$3,000. Sid
128 has taken ownership of this project to help the Center be a point of contact for the rest of the state but
129 would like us to be able to communicate with the lower states as well. Sid will contact the gentlemen with
130 the Ham Radio Club (every Wednesday work night) and get the new mechanism installed. Rebecca
131 Mahaney would like to see how the radio works. An individual has to be licensed to talk on the ham
132 radio. The radio will be incorporated into our emergency plan.

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133

134 We have decided not to ask the Block Foundation for the van right now.

135

136 We talked about replacing the bobcat but only if it has the capability of having a blower for the snow
137 removal. Becky let two reps from Fairweather know that if they have a bobcat, to please let us know.

138

139 The board gives notice for Honeywell to proceed on the fire alarm system.

140

141 GENERAL MANAGER'S REPORT (Rebecca Parker):

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143 October 20th is the meeting with Jim McCall from Alaska Housing and Finance. We will get to talk about
144 the possibilities of housing. We should have a bubble diagram by the first of 2017. We've met with the
145 Mayor and Health and Human services to make sure that there is alignment with all groups involved. The
146 Mayor would like to see shovels in the ground a year from August 2016. We need to be cautious that we
147 have enough parking. There may be land that they city could trade. There are four houses on the east side
148 of the property we may consider.

149

150 The Anchorage Rotary Club is looking at November 29th for their luncheon to be hosted here. It will give
151 us a chance to show them what we can do and possibly sell memberships. It will be a buffet luncheon. We
152 received a call from the Blood Bank to do a luncheon for their board of Directors. Ryan from NANA is
153 on the board and hopefully we will receive some business from all over Anchorage. Becky asked the
154 Chefs this morning to work up a menu for "meals to go" and they will show her the draft next week. We
155 can take the forms over to the folks at Chugiak View and Manor. The meeting will be Monday.

156

157 Kids Corp program has improved greatly to make sure that the meals have been tasted and temperatures
158 have been taken. We've been working with the chefs on improvement. Kids Corp is now realizing how
159 challenging the delivery is. It helps validate to the Finance Committee that the problems they were having
160 is abound everywhere. They understand now how difficult it can be and what the challenges are.

161

162 The Gala Committee met yesterday and they are looking at recruiting new members. The date of the Gala
163 will be June 7th of 2017. We hope to have some large items up for bid, possibly concert tickets and trips.
164 We purchased new table runners that will please the committee. Sid will put his condo in again. The
165 committee includes Breda Moser, May Shields, Rebecca Mahaney, Micky Becker, Becky Parker, Bobbie
166 Taylor and Sally Ann Carey.

167

168 The NOCA Conference was a success. Gordon and Mary Jo joined Becky at the conference. She
169 distributed her report. Becky encouraged anyone who would like to go, to participate. There were many
170 more ideas to learn about. An example would be how to look at seniors through the scope of giving
171 people purpose and giving them a "fun" outlet. Our biggest competitor when it comes to seniors is the
172 television. There are many opportunities to work with the community including UAA other colleges and
173 schools. Becky looked at their fundraising ideas. She brought copies back for the board of all the
174 handouts from each presentation. They encouraged us to start an offsite group with discussion that
175 eventually leads back to the senior center.

176

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177 We met with Scott from Travel Services and spoke about a travel series or club. We need to think outside
178 the box to keep seniors involved, purposeful and create fun activities for them.

179

180 We received \$5,000 from BP for Veteran Affairs and \$10,000 from the Atwood Foundation for cultural
181 and visual arts.

182

183 Malorie gave a report on Fall Prevention and The Providence Housing Fair.

184

185 Stephanie reported that made over \$13,000 between the book sale, the Fabric Sale and the Gift Shop Sale.

186 Holiday raffle tickets: Last year we generated around \$5,000. Rebecca Mahaney, Kris Warren, Sally Ann,
187 Calvin Williams, Nancy Groszek will all take tickets. We will sell up to a 1,000.

188

189 FURTHER COMMENTS:

190

191 Maria James:

192 Veteran's Fair update: She will have speakers on Monday and Wednesday, the luncheon will be on
193 Tuesday. There are two people who may be MCing the event. Thursday is the tournaments. Monday is the
194 information fair.

195

196 There were no further comments from the Board Members.

197

198 Meeting adjourned at 12:30pm.

Board Secretary

A handwritten signature in cursive script, appearing to read "Mary E. Quinn", is written over a horizontal line. The signature is fluid and somewhat stylized.