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2 ANCHORAGE SENIOR ACTIVITY CENTER
3 ANCHOR-AGE CENTER, Inc.
4 Board of Directors Meeting
5 November 9, 2016
6
7

8 **Call to Order – Quorum:**

9 Board Members Present: Kris Warren (President); Judy Brady (Vice-President); Mary Shields
10 (Secretary); Gordon Glaser; Lynn Paterna; Nancy Groszek; Theresa Hoffmann; Sally Ann Carey;
11 Calvin Williams; Tom Brennan

12 Board Members Excused: Rebecca Mahaney (Treasurer)

13 Recording Secretary: Eileen (Nicky) Nickoloff (absent)

14 Endowment Trust Representative: Matt Blackmahr (absent)

15 Municipality Representative: David Levy

16 Guests: Pat Abney, Chair of the ASAC Advisory Council; Bob Carmichael, HES; Tom Summers
17

18 The meeting was called to order by Kris Warren, President, on 11/09/16 at 10:03 a.m. after it was
19 determined that a quorum was present and business could be conducted.
20

21 **Introductions:** A roll call was taken by the Secretary.
22

23 **Guest Comments:**

24
25 **MOA:** David Levy reported that the ASAC Contract with the Municipality is being rewritten and will
26 likely be approved.
27

28 **ASAC Advisory Council:** Pat Abney reported that Deborah Bonito has joined the Advisory Council.
29 She asked the Board Members if there was anything they would like to add for discussion at the next
30 Advisory Council Meeting. Gordon Glaser asked that the question be posed as to whether having the
31 Center open later on Tuesdays and Thursdays and for the Physical Fitness area on Saturday was
32 proving useful.
33

34 **Agenda:**

35 *Nancy Groszek moved and Judy Brady seconded that an Executive Session be added to the proposed*
36 *Agenda at the end of the meeting. The Motion passed unanimously. Gordon Glaser moved, Theresa*
37 *Hoffmann seconded that the Agenda be approved as amended. Motion carried unanimously.*
38

39 **Minutes from Prior Meeting:**

40 *Nancy Groszek moved, Theresa Hoffmann seconded approval that the Minutes for the Board of*
41 *Director dated October 12, 2016 be approved. Motion unanimously.*
42

43 **COMMITTEE REPORTS: STANDING COMMITTEES**

44 **Ad Hoc Committees:**

45 **Self-Assessment: (Lynn Paterna):** There will be a Self-Assessment Report from the interns
46 on November 29th, 5:30 – 7:00. Board Members are asked to attend if at all possible.
47

48 **Tom Summers** stated that he has finished the first part of his Capstone Project. Next Semester he
49 will be doing the research. The Project is on the popularity of ASAC's current programs and what is
50 in store for the future.

51 **Endowment: No report**

52
53 **Executive Committee: (Kris Warren)** – There was no meeting of the Executive committee. A
54 meeting was held with Rebecca Parker on budget for next year.

55
56 **Finance (Kris Warren for Rebecca Mahaney)** - The September financial statement will be out next
57 week. Finances for the month of September are in the black.

58
59 **Membership/Outreach (Judy Brady)** – Due to the dues change, we are bringing in more money with
60 fewer members. Several of our members have passed over this last year. Tom Brennan stated that
61 there was a possibility of ASAC getting the Borealis into all doctors' offices. There will be a meeting
62 of the physicians in December. He asked that Board Members check with their dentists and
63 optometrists as well. This would be a good way to reach out for new members

64
65 The 30-second promotional film for TV and a radio promotion is in its final edits – these were prepared
66 from the longer 3-minute presentation film.

67
68 **Operations (Judy Brady)** – no report.

69
70 **Facilities and Equipment (Gordon Glaser)** – Most of this is covered in Becky Parker's report –
71 parking; lighting and signage. The boilers are done and the wiring has been pulled for the security
72 cameras (which are not yet operational). There is some backed up maintenance to be done, but the
73 Center is in better shape than it has been in years. Sid Atwood is remaining on the Facilities and
74 Equipment committee.

75
76 **GENERAL MANAGER'S REPORT:**

77 A full General Manager's report prepared by Rebecca (Becky) Parker was handed out at the Board
78 Meeting and will be filed with these Minutes. Some highlights:

79 **Painting:** The hallways and the administrative offices are being done. The new dishwasher will be in
80 next week. The security cameras are to be installed this week – they are plug in, not battery operated.
81 The Downtown Rotary will be holding a function at the Center.

82
83 **OLD BUSINESS:**

84 The money is in for the Bubble diagram. Housing is in the thinking about it stage. We hope to have
85 a study by the end of March to determine what the next step will be.

86 Prizes have been solicited from Board members for the raffle which will be held at the Holiday dinner
87 in mid-December. All Board Members need to be getting out and selling tickets.

88 It was suggested that the Board needs to have a meeting with members of the Legislature – preferably
89 the first week in December. Tom Begich is the new Senator for ASAC's district.

90
91 **NEW BUSINESS:**

92 **2017 Operating Budget:** The Operating Budget will be sent to the Board Members by email. Board
93 Members are to review and be ready to discuss any changes at a meeting on November 17th from 10:00
94 – 11:30 a.m.

95

96 The ASAC tax return is to be submitted by 11/15/16 and will come to us by email. *Gordon Glaser*
97 *moved for purpose of discussion that the members of the Board approve the tax return with the*
98 *understanding that the Board Members respond in the affirmative by e mail no later than Friday at*
99 *10:00 a.m. Seconded by Tom Brennan.* Following the discussion, upon vote taken the Board
100 Members agreed to this method of approval.

101
102 Municipal Contract Renewal: [ASAC is under an internal audit.] Next year's Contract should be
103 issued soon. Funding is expected to be at the same level as this year's contract.

104
105 Fund Development: Discussion was held on filing a position to handle fund development. *It was*
106 *moved by Gordon Glaser, seconded by Nancy Groszek that President Warren and General Manager*
107 *Parker be instructed to approach the endowment trust regarding hiring a full time person for this*
108 *position, ½ time devoted to ASAC and ½ time to the Endowment Fund.* (The position description is
109 to be developed.) Upon vote taken the motion was approved.

110
111 Holiday Dinner: The holiday dinner is scheduled for December 10, 2016, from 11:00 a.m. – 2:00 p.m.
112 The raffle drawing will be held toward the end of the dinner.

113
114 **DIRECTOR'S COMMENTS:**

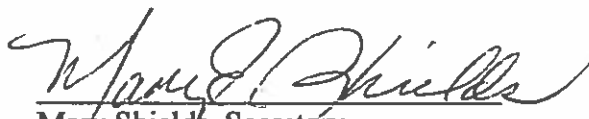
115 Mary Shields: None; Theresa Hoffman: None; Tom Brennan: I will concentrate on membership,
116 outreach and public relations; Judy Brady: Impressed with the staff, particularly over the past two
117 weeks; Nancy Groszek: Echoed what Judy said. Also thanked the staff for cleaning up the gift shop
118 area; Calvin Williams: Echoed Nancy and Judy; Gordon Glaser: None; Sally Ann Carey: Ditto
119 everyone.

120
121 *It was moved by Nancy Groszek, seconded by Mary Shields that the Board recess to an Executive*
122 *Session to discuss personnel matters. Motion approved.* The Board moved into Executive Session
123 at 11:57 p.m.

124
125 Regular session was reconvened at 12:15 p.m.

126
127 The Board adjourned at 12:16 p.m.

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129 Minutes Submitted by:

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131 
132 Mary Shields, Secretary
133 (Per Recording Secretary)
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137

138 **Proposed Board Meeting Dates for 2016/2017*:**

139 12/14/16 01/11/17 02/08/17 03/08/17
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141 *Dates are subject to change due to holidays or other unexpected occurrences.
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