

**ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
October 11, 2017**

Attendance:

Board Members Present: Kris Warren (President); Rebecca Mahaney (Treasurer); Gordon Glaser; Nancy Groszek; Sally Ann Carey
Board Members Excused: Judy Brady (Vice President); Mary Shields (Secretary); Tom Brennan
Board Members Absent: Lynn Paterna; Calvin Williams; Theresa Hoffmann
Newly Elected Board Members: Paula Pawlowski; James Bailey; Nancy Groszek (incumbent)
Recording Secretary: Eileen (Nicky) Nickoloff
Endowment Trust Representative: Matt Blattmachr (not present)
ASAC Staff: Rebecca (Becky) Parker (General Manager); Stephanie Rose (Accounting)
Municipality Representative: Nancy Anderson (not present)
Guests: Sid Atwood

Results of Board of Director's Election:

The certified results of the Annual Board of Director Elections held in 2017 are as follows:

Nancy Groszek (incumbent); Paula Pawlowski; James "Jim" Bailey

A sincere thank you to outgoing Board members Gordon Glaser, past-President and Theresa Hoffmann, former Secretary.

Call to Order: The meeting was called to order by Kris Warren, President, on 10/11/17 at 10:10 a.m. after a roll call was taken by the Recording Secretary and it was determined that a quorum was present and business could be conducted. The quorum did not include Gordon Glaser, outgoing Board member, but did include the three new Board members.

Introductions: Staff and guest were introduced.

Guest Comments: Sid Atwood reserved comments until the Facilities and Engineering Committee report.

Agenda:

Nancy Groszek moved and Rebecca Mahaney seconded that the Agenda be approved; motion passed unanimously.

Minutes from Prior Meeting:

Rebecca Mahaney moved and Nancy Groszek seconded that the minutes for the Board of Director's meeting dated September 13, 2017 be approved. Motion passed unanimously.

Municipal Liaison Comments: (Nancy Anderson, absent): No report.

COMMITTEE REPORTS: STANDING COMMITTEES

Endowment: (Matt Blattmachr, absent): a filed report showed the fund at approximately \$4.4 million.

Executive Committee: (Kris Warren) – No meeting was held this month.

Finance (Rebecca Mahaney) – The Finance Committee met on Monday and reviewed and approved the August report stating that ASAC is in the red for the month of August, although still in the black for the year. Matters are expected to improve next month, with revenue from Kids Corps; there was also a one-time expense for a contractor. *Nancy Groszek moved*

40 *acceptance of the August 2017 finance report; seconded by Sally Ann Carey; the motion was*
41 *approved unanimously.*

42 **Membership/Outreach (Judy Brady):** report was presented by Sally Ann Carey, who described
43 that the Committee will be calling individuals whose membership has lapsed. These calls will be
44 made every other month, and do seem to be making a difference in membership renewals.

45 **Operations (Judy Brady):** no report.

46 **Fitness (Nancy Groszek):** Cleanup of the Fitness and Aerobics rooms was held September 30,
47 with about 30 fitness members participating.

48 **AD HOC COMMITTEES**

49 **Self-Assessment (Lynn Paterna):** Dr. Yvonne Chase of UAA introduced her students at an
50 orientation at the Center in October. Over the next 3 months, they will be measuring and
51 surveying members and the community on the topics of Fitness, Health and Wellness, Nutrition
52 and the Restaurant., Community partnerships and Outreach, among other topics.

53 **Gift Shop (Sally Ann Carey):** The Committee will meet in mid-November to begin discussion
54 of what changes should be made and how these might be accomplished. Problems include
55 limited space and storage, as well as a “thrift shop” aspect.

56 **Facilities and Engineering Report (Sid Atwood):** This committee meets the first Wednesday
57 of each month at 1 pm, and is actively seeking new members. Steve Lind (Maintenance) is
58 winterizing the Center, vehicles and snow removal equipment. A used bobcat with a cab and
59 shovel is needed as the old one is outdated and having maintenance problems. Rebecca Parker is
60 looking for anyone who might be willing to donate a used model.

61 **GENERAL MANAGER’S REPORT (Highlights)**

62 (A more complete General Manager’s report is considered incorporated within these minutes.)

63 **Finances:** The book and fabric sales, craft room, gift shop and sales brought in about \$15,300
64 the weekend of October 7-9.

65 **Fund Development:** A direct mail piece will go out in October and radio Public Service
66 Announcements will be sent to 80 plus radio stations promoting the center during holidays. Ken
67 Miller, a well-known fund raiser in the local community, wants to meet with the Board in
68 November to discuss fund development.

69 **Evening Concert:** A light classical and Broadway Concert is being coordinated with renowned
70 concert pianist, *Julianna Osinchuk* and vocalist, *Christine Keene*, for November 15th. This event
71 is being underwritten by the Atwood Foundation.

72 **Advertising:** KLEF is running 3 Public Service Announcements on the air 98.1 FM. Miracle Ear
73 on Dimond is sponsoring the broadcast of a 30 second PSA about the Senior Center to run daily
74 on MeTV Channel 95 daily for 365 days.

75 **OLD BUSINESS**

76 **Action Items**

77 **Tax Return Approval:** In order to obtain a quorum on this vote, *Nancy Groszek proposed and*
78 *Sally Ann Carey seconded that a vote be taken by e-mail from all Board members, votes to be*
79 *received by October 13. Approved.*

80 **Use of Passenger Van:** Transportation plans are being drafted, and proposed uses for the van
81 include trips to the Anchorage Museum or malls; outings such as excursions to Seward and other
82 areas; a possible “man’s day” outing. One problem has been getting acceptable drivers; no CDL
83 license is required.

84 **Contract vs. Regular Employees:** At this time, according to the General Manager, ASAC has
85 no contract employees.

86 **Senior Housing:** Robin Ward, the MOA Real Estate Director, has encouraged ASAC to seek a
87 Rasmuson grant to fund a market survey/needs assessment.

88 **Safety Issue Resolution from Last BOD meeting:** There will be a mandatory training meeting
89 of all ASAC staff tomorrow. There was a suggestion to install possible panic buttons: Rebecca
90 Parker will discuss this with APD.

91 **NEW BUSINESS**

92 **Board Orientation/Training:** Past-President Karen Hunt has offered to provide Board training
93 for new and other Board members. A date for this is still to be determined.

94 **DIRECTOR’S COMMENTS**

95 Board members expressed their interest in various areas:

- 96 Paula Pawlowski: membership, diversity, gift shop
- 97 Jim Bailey: facility, gift shop, advocacy
- 98 Sally Ann Carey: gift shop, facilities (safety standpoint)

99 Gordon Glaser, who will be retiring from the Board after many years of outstanding service,
100 expressed that he will still stay involved as a resource to ASAC. The Board presented Gordon
101 with a plaque and many thanks for his service.

102 Kris Warren reminded the Board that his term as President as well as the Secretary’s term expire
103 in July.

104 **ADJOURNMENT**

105 *It was moved by Sally Ann Carey; seconded by Nancy Groszek that the Board meeting be*
106 *adjourned at 11:40 p.m. This was unanimously approved.*

107 **Minutes Submitted by:**

108
109 *Mary E. Shields*
110 Mary E. Shields, Secretary
111 (per Recording Secretary)

112
113 **ACTION ITEMS**

114 **Beer and Wine License:** Application to be completed and submitted in January 2018.

115 **Board Orientation/Training:** a date needs to be set for this training.

116 **Use of Passenger Van:** further discussion of potential uses; drivers.

117 **Panic Buttons:** Rebecca Parker will discuss with APD.

118
119 **Proposed Board Meeting Dates for 2017* and 2018*:**

ASAC Board of Directors Meeting October 11, 2017

120	2017 Meetings:	11/08/17	12/13/17				
121	2018 Meetings:						
122		1/10/18	2/14/18	3/14/18	4/11/18	5/9/18	6/13/18
123		7/11/18	8/8/18	9/12/18	10/10/18	11/14/18	12/12/18

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