

1 ANCHORAGE SENIOR ACTIVITY CENTER
2 ANCHOR-AGE CENTER, Inc.
3 Board of Directors Meeting
4 December 13, 2017
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8 **ATTENDANCE**

9 **Board Members Present:** Kris Warren (President); Judy Brady (Vice-President); Mary Shields
10 (Secretary); Nancy Groszek; Sally Ann Carey; Tom Brennan; Calvin Williams; Lynn Paterna; Jim
11 Bailey; Paula Pawlowski

12 **Board Members Excused:** Rebecca Mahaney (Treasurer)

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

14 **Endowment Trust Representative:** Matt Blattmachr (Peak Trust Co.); Spencer Wilson (Merrill
15 Lynch)

16 **ASAC Staff:** Rebecca (Becky) Parker (General Manager); Malorie Spreen ((Program/Operations
17 Director); Stephanie Rose (Finance/Administration Director)

18 **Municipality of Anchorage Representative:** Nancy Anderson (not present)

19 **Guests:** Gordon Glaser (Past-President); Pete Petersen (Advisory Council)
20

21 **Call to Order:** The meeting was called to order by Kris Warren, President, on 12/13/17 at 10:05
22 a.m. after a roll call was taken by the Secretary and it was determined that a quorum was present and
23 business could be conducted.
24

25 **Introductions:** Staff and guests were introduced.
26

27 **Guest Comments:**

28 Gordon Glaser discussed the Commission on Aging, which will meet in Juneau from February 5-9,
29 2018. He and Mary Shields will be attending and all are welcome, as many important issues for
30 Alaskan seniors will be discussed.

31 Pete Petersen informed that the ASAC operating budget should be funded at current levels for the
32 next year. Capital expenditures must be prioritized (ASAC has requested \$100K for new carpeting).
33

34 **Agenda:**

35 *Nancy Groszek moved and Sally Ann Carey seconded that the Agenda be approved with one*
36 *addition: Calvin Williams added Bean's Café to New Business. Approved unanimously.*
37

38 **Minutes from Prior Meeting:**

39 *Mary Shields moved and Nancy Groszek seconded that the minutes for the Board of Director's*
40 *meeting dated November 8, 2017 be approved. Motion passed unanimously.*
41

42 **Municipal Liaison Comments:** (Nancy Anderson, absent): no report.
43

44 **COMMITTEE REPORTS: STANDING COMMITTEES**

45 **Endowment: (Matt Blattmachr, Spencer Wilson):** a filed report showed the fund at greater than
46 \$4.5 million, and there is a goal of 6% return over the long term. ASAC will receive a payment of
47 approximately \$60K in January, 2018.

48 At the last Endowment Trust meeting, it was recommended that Gordon Glaser be added to the
49 Endowment Trust Board. *This was moved by Nancy Groszek, seconded by Mary Shields and*
50 *approved unanimously.*

51 Matt Blattmachr will be the Chair for the Endowment Trust Board for 2018, with Mark Stearns as
52 Vice-Chair.

53 **Executive Committee: (Kris Warren)** – No report.

54 **Finance (Kris Warren for Rebecca Mahaney)** – The Finance Committee met on Monday and
55 reviewed and approved the October report showing that ASAC is in the black for the month as well
56 as in the black for the year. *Mary Shields moved acceptance of the October 2017 finance report,*
57 *seconded by Sally Ann Carey; the motion was approved unanimously.*

58 **Membership/Outreach (Sally Ann Carey):** The committee is finding there is great benefit from
59 verbal phone calls in addition to mail reminders to those whose membership is expiring. The
60 committee is working to set reasonable goals for projecting an increase in membership. While Judy
61 Brady is still on the committee and Paula Pawlowski will be joining, more members are needed. The
62 Center loses about 120 members/year due to attrition, death and moving away.

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

64 **Fitness (Nancy Groszek):** a very successful Fitness potluck was held on December 8, with
65 approximately 75 members attending. A request had been made by some Fitness members to keep
66 the Center open during Christmas week, but due to restroom renovations and few staff being on
67 duty, it was decided to remain closed to the public and members during this week.

68 **Facilities and Engineering Report (Sally Ann Carey):** This committee meets the first Wednesday
69 of each month at 1 pm, and is actively seeking new members. The committee is still looking for a
70 used bobcat.

71 72 **AD HOC COMMITTEES**

73 **Self-Assessment (Lynn Paterna):** On 11/28, there was a report by the student committees at UAA
74 on evaluation forms, which are required for reaccreditation. It is up to the Board of Directors to
75 decide how to best implement this action.

76 **Gift Shop (Sally Ann Carey):** Sally Ann Carey, Judy Brady, Mary Shields and Paula Pawlowski
77 will meet in January to begin discussion of what changes should be made and how these might be
78 accomplished. They will also be looking at gift shops in other facilities.

79 80 **GENERAL MANAGER'S REPORT (Highlights)**

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

82 **Grants and Bequests:** The National Council on Aging (NCOA) announced that ASAC has been
83 awarded a \$50K grant to implement and expand programs including Medicaid, SNAP (formerly
84 known as food stamps) and Low Income Home Energy Assistance. Existing staff from Medicare and
85 Health and Wellness departments will be used to administer these programs and the goal is to assist
86 300 seniors with applications.

87 A bequest of \$68K was received from the Estate of Mr. Paul Lemp; this will apply to the Operating
88 Budget.

89 **Fund Development:** Ken Miller, CFRE from Denali Consultants, will make a presentation at the
90 January 2018 Board meeting.

91 ASAC is seeking a bid to upgrade the audio visual system at the Center. Additional funds are being
92 sought from the Rasmuson Foundation and the MOA.

93 **Holiday Dinner:** The Holiday Dinner provided more than 200 members, guests and volunteers with
94 meals on Saturday, December 9. The Denali Federal Credit Union donated \$500 and the Mt. View
95 Lions Club gave \$350. Sysco Foods donated turkeys and other items.

96 **Education:** Malorie Spreen graduated from the Foraker Leadership School.
97
98
99

101 **OLD BUSINESS**

102 **Board Orientation/Training:** a date has still not been established for Karen Hunt to present this
103 training, which will focus on Board relationships in the Community and outreach, to new and
104 existing Board members.

105
106 **NEW BUSINESS**

107 **2018 Operating Budget (Stephanie Rose):** Stephanie discussed the proposed budget, pointing out
108 that it does not include the recent \$50K grant from the National Council on Aging. In February,
109 ASAC will take over the Medicare program, so that we will not have to pay 15% Municipality of
110 Anchorage administrative costs. A service contract for phones in also included, as the old system
111 does not work well. *A motion to approve the budget was made by Nancy Groszek, seconded by*
112 *Mary Shields, and approved unanimously.*

113 **Bean’s Café (Calvin Williams):** Calvin discussed that food ingredients are still needed for the
114 Bean’s Café Christmas dinner, as are monetary donations. He also asked ASAC management to
115 consider putting out a box for donations of clothing, socks, personal care items, etc.

116
117 **DIRECTOR’S COMMENTS**

118 **Jim Bailey** said that there will be instructions for seniors for voting by mail, which will be instituted
119 at the next Municipal election; Barbara Jones, Municipal clerk, is the contact for this. There will also
120 still be early voting and on-site voting at 4 locations on election day, as well as 12 drop boxes for
121 ballots around Anchorage (including one at the Senior Center).

122
123 **ADJOURNMENT**

124 *It was moved by Nancy Groszek, seconded by Calvin Williams, that the Board meeting be*
125 *adjourned at 12:15 p.m. This was unanimously approved.*

126
127 **Minutes Submitted by:**

128 *Mary E. Shields*

129 Mary E. Shields, Secretary
130 (per Recording Secretary)

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132
133 **ACTION ITEMS**

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

135 **Board Orientation/Training:** a date needs to be set for this training, possibly in April.

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

137 **Juneau trip in February for Commission on Aging:** Gordon Glaser requested discussion of joint
138 travel for this meeting and for meetings with Legislators.

139
140 **Proposed Board Meeting Dates for 2018*:**

141 **2018 Meetings:**

142	1/10/18	2/14/18	3/14/18	4/11/18	5/9/18	6/13/18
143	7/11/18	8/8/18	9/12/18	10/10/18	11/14/18	12/12/18

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