

**ANCHORAGE SENIOR ACTIVITY CENTER
ANCHOR-AGE CENTER, Inc.
Board of Directors Meeting
July 18, 2018**

1 **ATTENDANCE**

2 **Board Members Present:** Kris Warren (President), Judy Brady (Vice President), Mary Shields
3 (Secretary), Rebecca Mahaney (Treasurer), Jim Bailey, Tom Brennan, Lynn Paterna, Paula
4 Pawlowski, Micky Becker.

5 **Board Members Excused:** Nancy Groszek, Calvin Williams

6 **Board Members Absent:**

7 **Recording Secretary:** L. Cooper

8 **Endowment Trust Representative:** Not at this meeting

9 **ASAC Staff:** Rebecca (Becky) Parker (CEO), Stephanie Rose (Finance/Admin Director)

10 **Municipality of Anchorage Representative:** Not at this meeting

11 **Guests:** Gordon Glaser (Past-President), Thelma Gower, Audrey Faulkner

12 **Call to Order:** The meeting was called to order by Kris Warren, President, on 07/18/2018 at
13 10:00 a.m. A roll call was taken by the Secretary and it was determined that a quorum was
14 present, and business could be conducted.

15 **Introductions:** Staff and guests were introduced.

16 **Guest Comments:** Ms. Faulkner gave a brief report on her role as Chair of the 2018 Garden
17 Gala Committee. The Board commended her for her hard work and excellent coordination of the
18 many details involved.

19 Ms. Gower commented on her experiences with the Edmond Senior Center near Seattle and
20 recommended it as a model for ASAC.

21 **Agenda:**

22 *Mary Shields moved and Jim Bailey seconded that the Agenda be approved as written;*
23 *approved unanimously.*

24 **Minutes from Prior Meeting:**

25 *Mary Shields moved and Micky Becker seconded that the minutes for the Board of Director's*
26 *meeting dated June 20, 2018 be approved. Motion passed unanimously.*

27 **Municipal Liaison Comments:** The President reported that our current Liaison, Nancy
28 Anderson, is leaving City employment and a new representative will be appointed. A meeting is
29 planned in the near future with MOA officials.

30 **COMMITTEE REPORTS: STANDING COMMITTEES**

31 **Endowment: (Matt Blattmachr):** Mr. Blattmachr submitted a written report indicating no
32 significant change in our investment returns. Total assets remain at around \$4.48 million.

33 **Executive Committee: (Kris Warren) –** No meeting this month.

34 **Finance (Rebecca Mahaney) –** Rebecca and Finance/Admin Director Rose reported on the
35 Center's current financial. Proceeds from the Gala were reported at \$130,000. *Rebecca Mahaney*
36 *moved and Paula Pawlowski seconded a motion to accept the financial report. The motion*
37 *carried.*

38 **Membership/Outreach:** Judy Brady reported that Sally Ann Carey has agreed to Co-Chair the
39 committee. Membership numbers are being maintained.

40 **Operations (Judy Brady):** No report.

41 **Fitness (Nancy Groszek):** No report. The Committee will not meet during June, July and
42 August.

43 **Facilities and Engineering (Gordon Glaser):** Planning continues for replacement of the front
44 half of the Center by MOA. The Center's Bobcat and pickup truck were reported to be on their
45 last-legs and in need of replacement. The Committee is considering the feasibility of contracting
46 out both grass mowing and snow removal.

47 **AD HOC COMMITTEES**

48 **Self-Assessment (Lynn Paterna):** Lynn reported evaluation of the Center's administrative
49 activities showed excellence in all areas including the development of accurate job descriptions,
50 training, and other diverse activities. A further meeting on July 25th will review Center planning
51 activities, and a later meeting will review records and reporting.

52 **Gift Shop:** No report.

53 **EXECUTIVE DIRECTOR'S REPORT (Highlights)**

54 (A more complete Executive Director's report is considered incorporated within these minutes).

55 **PERSONNEL:** William Huru has been promoted to Culinary Manager and Ed Williams rehired
56 as Line Cook. Don Heflin has been promoted to oversee the facility and maintenance staff and
57 scheduling. Interviews are underway for a Program Coordinator, a Health and Wellness
58 Coordinator, and an Administrative Assistant. A contract Nutritionist is also being sought to
59 fulfill the NTS grant contract and programs for 2018-19.

60 **MOA LIAISON:** The Executive Director and Board members met recently with Nancy Anderson
61 who will shortly leave her position. Passage of Proposition 7 that allocated \$100,000 to ASAC
62 was discussed as well as the need for increased communications between the two organizations.
63 A further meeting is scheduled, and Board members were encouraged to attend.

64 **FINANCE:** The month of June ended in the positive. The Finance Committee will be asked to
65 assist with securing sponsorships in 2019 for the annual Volunteer luncheon, Pioneer Dinners
66 and the 2018 Holiday dinner. A November concert is also being considered.

67 **FUND DEVELOPMENT:** Becky will be following up on a meeting with Ed Rasmuson for a
68 possible \$100,000 challenge grant for 2019. ASAC was awarded a \$5,000 grant from the State
69 of Alaska, DHSS, for the 2018 Fall Prevention Program. Elaine A. Coles, granddaughter of Bob
70 Atwood, pledged a \$10,000. gift from the Marvin Foundation during the cash call portion of the
71 Gala.

72 **AGENET/SERVE Alaska:** At the recent AGENET meeting, members discussed funding priorities
73 for the State and Senior Disabilities and Services budget. Upon attending, Becky was elected to
74 serve as President. Becky plans to attend the September meeting of SERVE Alaska to which the
75 Governor has appointed her. The Board agreed that both positions reflect well on ASAC.

76 **35th ANNIVERSARY:** Due to time and effort constraints, ideas are being sought for a smaller
77 celebration; perhaps something for members.

78 *2019 GARDEN GALA:* A tentative date of June 12, 2019 has been set and the 2019 Committee
79 Chair is expected to be announced soon.

80 **OLD BUSINESS**

81 **Beer and Wine License:** fingerprinting of the Board officers and required staff members has
82 been completed. The next requirements are public notice and a meeting with the local
83 Community Council. The latter is scheduled for September.

84 **New officers:** The term of two Board officers (President and Treasurer) is expiring (three-year
85 limit) and they must be replaced. Following discussion, *Judy Brady moved and Jim Bailey*
86 *seconded a motion that the election of the officers be postponed until after the October*
87 *election of Board members with current Board officers continuing in their positions until the*
88 *new members have been seated. Motion passed unanimously.*

89 **New Board members:** Five positions are open on the Board for the October election. Currently,
90 six individuals are known to be running for the positions.

91 **NEW BUSINESS**-none

92 **DIRECTOR COMMENTS**

93 Paula Pawlowski reported that LEADERSHIP ANCHORAGE will soon be seeking a project for
94 this year's class. She requested Board guidance and assistance in making a pitch for this project
95 to be something of benefit to ASAC. She agreed to gather more detail and report back to the
96 Board. Board members were reminded that the Ice Cream Social is scheduled for August 15th.

97 **ADJOURNMENT**

98 *It was moved by Mary Shields that the Board meeting be adjourned at 11:30 a.m. This was*
99 *unanimously approved.*

100 **Minutes Submitted by:**

101

102 *Mary E. Shields*

103

104 Mary E. Shields, Secretary
105 (per Recording Secretary)

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107

108 **Proposed Board Meeting Dates for 2018*:**

109

110 9/12/18 10/10/18 11/14/18 12/12/18

111

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