

ANCHORAGE SENIOR ACTIVITY CENTER  
ANCHOR-AGE CENTER, Inc.

Board of Directors Meeting  
September 12, 2018

1 **CALL TO ORDER**

2 The meeting was called to order at 10:06 AM by Kris Warren.

3 **ATTENDANCE**

4 Kaire Speers, (Recording Secretary) took roll call and it was determined that a quorum was  
5 present.

6 Roll Call: Kris Warren (President), Judy Brady (Vice President), Rebecca Mahaney (Treasurer),  
7 Tom Brennan, Cal Williams, Nancy Groszek, Paula Pawlowski, Lynn Paterna

8 Board Members Excused: Mary Shields, Micky Becker, Jim Bailey

9 Board Members Absent:

10 Recording Secretary: Kaire Speers

11 Endowment Trust Representative: Not present

12 ASAC Staff: Rebecca (Becky) Parker (Executive Director), Stephanie Rose  
13 (Finance/Administrative Director), Kaire Speers (Executive Administrative Assistant), Patrick  
14 Curtis (Wellness and Program Director)

15 Municipality of Anchorage Representative: Not present

16 Guests: Gordon Glaser

17 **INTRODUCTIONS:** New staff Patrick Curtis (Wellness and Program Director) was introduced.

18 **AGENDA:**

19 Rebecca moved and Tom seconded that agenda be approved as written. Motion passed.

20 **PAST MEETING MINUTES:**

- 21 • Nancy moved and Rebecca seconded. Motion passed. Line 80 – reading “ASAC still has a \$5,000  
22 grant from FNBA to use” needs to be removed per Kris. Minutes to be amended by Kaire  
23 (Recording Secretary), prior to posting.

24 **MUNICIPAL LIAISON COMMENTS:**

- 25 • MOA Representative was not present. There will be a future meeting planned with MOA  
26 Officials to meet new liaison.

27 **COMMITTEE REPORTS:**

28 ***Endowment Committee***

- 29 • Matt Blattmacher – not present at meeting.

30 **Executive Committee**

- 31
  - Kris Warren – Executive Committee met Wednesday September 5, 2018.

32 **Finance**

- 33
  - Rebecca, referred the Board Members and Directors to the Net Income Report provided

34 by Stephanie. Stephanie reviewed line items with Board members. Rebecca moved for

35 approval of the Financial Report and was seconded by Nancy, motion passed

36 unanimously.

37 **Membership**

- 38
  - Judy - ASAC currently has 761 members, this is higher from last year at the same time.

39 
  - Sally Ann Carey has resigned as the membership committee co-chair.

40 
  - Membership Committee will be renamed to Membership/Outreach Committee

41 
  - Telephone campaign has been working well

42 
  - Would like to have Board members sign up for monthly telephone calls to new members

43 to welcome them to ASAC.

44 **Operations**

- 45
  - Carpet installation is currently going on.

46 **Fitness**

- 47
  - Meeting – September 18<sup>th</sup>

48 **Facilities**

49 **Ad Hoc**

- 50
  - Self-Assessment – Lynn – Patrick will be compiling report to present to Board members.

51 
  - Judy and Lynn to draft letter to UAA regarding Lynn’s work with ASAC.

52 **GENERAL MANAGER REPORT – Becky Parker (also see attached report)**

- 53
  - Thank you to Paula Pawlowski for the Whitby, Sister Cities event. Great reviews all the way

54 around.

55 
  - Facilities meeting was held Friday September 7<sup>th</sup>. Carpet installation is to be completed October

56 1<sup>st</sup>.

57 
  - Security and Alarm system is under review due to three different break-ins.

58 
  - Vehicles are being winterized this month.

59 
  - Memorial plaques are being ordered for Paul E. Lemp and Marcia Vreeland.

60 
  - Billiards room has reopened.

61 
  - Don Heflin is scheduling safety training for staff members and is also working on a disaster plan.

62 
  - Don and Stephanie will be working with kitchen staff on food safety.

63 
  - Upcoming events

64 
  - Bartlett Dinner

65 
  - RPEA Luncheon

- 66 ○ Bartlett Luncheon
- 67 ○ OLE Luncheon
- 68 ○ Book Sale
- 69 ○ Craft Sale

70 **OLD BUSINESS**

- 71 ● Kris and Becky to meet with the Executive Board of Fairview Community Council regarding Beer
- 72 and Wine Permit.

73 **NEW BUSINESS**

- 74 ● Tax return is in process.
- 75 ● Budget is also in process for October.

76 **DIRECTOR COMMENTS**

- 77 ● Rebecca – No comments
- 78 ● Becky – 2019 Gala committee is coming up with some great ideas.
- 79 ● Stephanie – Vacation from September 24<sup>th</sup> – October 5<sup>th</sup> (?)
- 80 ● Lynn – No comments
- 81 ● Calvin – No comments
- 82 ● Nancy – No comments
- 83 ● Paula – Thank you to the staff for the Whitby luncheon, would like to see more space available
- 84 for the book sale.
- 85 ● Kris – Took a road trip to North Slope with the Carlile Trucking gift certificate that was purchased
- 86 at 2017 Garden Gala. Kris said that he would recommend the trip.

87 **ADJOURNMENT**

88 **It was moved by Nancy that the Board meeting be adjourned at 11:59 a.m. Motion approved**

89 **unanimously.**

90 **Minutes Submitted by:**

91

92 **Mary E. Shields, Secretary**

93 (per Recording Secretary)

94 Proposed Board Meeting Dates for 2018\*:

95 ~~09/12/18~~ 10/10/18 11/14/18 12/12/18