



## Anchorage Senior Activity Center

### Board of Directors Meeting – Minutes In-person and Zoom Meeting Wednesday, December 3, 2025 12pm in the Gerardy Room

Meeting Convened at: 12:00 p.m.

#### I. Roll Call:

**Present:** Micky Becker; Elsa Sargent; Gretchen Cuddy; Lance Bowie (via Zoom); Steve Franklin; Jim Rooney; Kelly Stewart, Bob Tannahill (Endowment), Jack Laasch (Zoom) and Maureen Haggblom, MOA Liaison (via Zoom)

**Staff Present:** Celine Kaplan, Stephanie Rose and Jordan Flake

**Excused:** Nancy Groszek, Juna Penney, Joe Mathis, Jim Bailey

#### II. Safety Moment: There was a discussion about being cautious in icy conditions and Steve Franklin suggested using dashcams for safety and to document incidents.

#### III. Agenda Approval: Micky Becker moved to accept the agenda as published; seconded by Steve Franklin – Approved.

#### IV. Past Minutes Review and Approval: Steve Franklin moved to approve the Minutes of the October 22, 2025 Board of Director's meeting and Gretchen Cuddy seconded – Approved.

#### V. Committee Reports:

MOA Liaison: Maureen provided a letter of support for the Benefits Enrollment Center and offered to assist Stephanie with any outstanding invoice questions or issues

Executive Committee: Kelly reported that the Executive Committee had voted on the budget in November and they were available this month for signature-related tasks.

Endowment Report: Gordon Glaser discussed the Endowment Report, noting some market volatility but emphasizing a long-term strategy to maintain growth above

\$5 million. The group also touched on the upcoming January payment to the center, which was expected to be around \$105,000-\$110,000.

Finance Report: Financial updates were provided. The admin and facilities expenses exceeded budget by \$2,300 due to an annual QuickBooks renewal. The committee noted that additional income from the gala was not guaranteed for the following year and discussed a new sound system project costing approximately \$17,000, which would be moved to fixed assets. Stephanie reported that the gift shop exceeded its budget by \$2,800, while the restaurant and catering operations showed mixed results, with outside catering generating a net gain. Stephanie clarified that ground maintenance costs decreased, primarily due to less snow and gravel removal work. She also mentioned an upcoming \$50,900 amendment from the State of Alaska and discussed plans to update the budget to accommodate additional funding for supplies and potentially salaries. Stephanie discussed the distribution of endowment funds; she requested that a payment be received in January instead of February due to financial challenges. Stephanie also addressed changes in grant budgets, explaining that timing issues and canceled training led to fluctuations in spending. Micky emphasized the need to pursue annual increases in municipal funding early in the year to offset rising costs and plans to approach Mayor LaFrance in January for a meeting with board members, following up on previous communication about financial concerns.

Stephanie reviewed financial details, noting adjustments needed for increased federal meal funding and the completion of a camera project funded by a grant. Gretchen Cuddy moved to approve the financials, Kris Warren seconded. The board approved the financials.

Fitness Committee Report: Gretchen Cuddy reported on the successful birthday fundraiser organized by Brittney Mitchell.

Membership Committee: Elsa Sargent provided a membership report. She also mentioned the cultural event scheduled for later in the week, with details on activities, refreshments, and the involvement of community members and staff.

Facilities Committee Report: Steve Franklin gave an update on facility repairs, with concerns raised about coordination with the Municipality for necessary repairs. The group noted that while the contractor is preparing for winter and addressing some issues, there are ongoing challenges with the Municipality's liaison and repair coordination, with a suggestion to elevate the matter to a higher level. Stephanie and Maureen discussed communication issues with the municipality's liaison. Stephanie proposed creating a work order book to better track completed and ongoing repairs, as well as including the committee in email updates from the Municipality. The group expressed frustration with the lack of information about repairs, particularly regarding the entrance door and other maintenance issues that have been promised but not yet addressed.

Executive Director Report: Celine Kaplan gave the Executive Director's report. She praised Milton and his crew for their efforts and highlighted the busy schedule of events at the Senior Center, with staff working long hours to manage activities smoothly. She also mentioned planning for future events, including Age Smart in 2026, and requested suggestions for dynamic speakers. She was asked to address the challenge of obtaining work permits for underage volunteers in alcohol service areas, which led to the cancellation of an ASD event. Stephanie mentioned that she had received an email from the inspector's supervisor but had not yet followed up.

**VI. Ad Hoc Committees:**

AGENET and MOA Senior Advisory (Advocacy) – Gordon Glaser reported challenges with the advisory commission's structure, noting they need at least 5 members but currently have only 6 board members, leading to informal meetings instead of formal forums.

**VII. Old Business: None**

**VIII. New Business: None**

**IX. Good of the Order:** The board confirmed upcoming meetings: a finance meeting on January 26<sup>th</sup> and a board meeting on January 28<sup>th</sup>. Celine Kaplan said she would send out recurring board meeting invitations for January through May.

The board meeting adjourned at 1:07 p.m.

**The next Board of Board of Director's meeting is scheduled for January 28, 2025.**

**Committee/Staff Reports are attached.**

**Respectfully submitted,**

**Kris Warren, Secretary**