

**Alexandria Senior Center Board Meeting
December 8, 2020**

The meeting was called to order by President Semerad. The Pledge of Allegiance was recited by all in attendance. Board members present were: D. Semerad, D. Strand, D. Shea, M. Nitti, T. Tebben, C. Erickson, and C. Strong. V. Frisch was on the phone and absent was B. Ritlinger. Guest was Nancy Haggemiller.

Welcome to Carol Strong, as she was appointed to fill Jeff Morse spot on the board for a 2 year term.

Secretary's Report: The minutes were reviewed and there were no corrections. D. Strand made a motion to approve, second by M. Nitti, motion passed.

Treasurer's report: M. Nitti gave her report. Total cash on hand on November 30, 2020 was \$170,417. She shared the statement of assets, liabilities and equity, and revenue and expenses. Highlights for the month included paying the insurance premium of \$5962.78, there were 3 payrolls this month, and repairs and maintenance of \$3459.97. Payment to Ferguson Bros of \$2995 is the final payment for the water main break. D. Shea made a motion to approve the report, second by T. Tebben, motion passed.

M. Nitti shared the proposed budget for 2021. She stated that the committee had a difficult time since we don't have a clue what next year will bring. Items to note: Bernice's salary is gone, there is a decrease in rentals, and projected membership the same. T. Tebben asked if they could see last year's budget or even the budget totals from last year. M. Nitti will send it to the board. C. Erickson made a motion to approve the 2021 budget, second by D. Shea, motion passed.

Director's report: Nancy went over the highlights of her director report which was emailed to all prior to the meeting. She has been working with Senior Space to correct name and phone issues. If someone forgets their fob for the kiosk, and their name is in the system as Donald and they just type in Don it will not find the person. Nancy stated that she had just gotten the bill from Senior Space for support from October to March for \$600.

Santa for Seniors left a message, Nancy will call them back letting them know that we are not open. We were contacted by ATCC with a request to work with one of their programs in the spring of 2022. We responded yes and will see what we can do to help.

Foot care: In checking with other centers, most metro center use Happy Feet and they charge the patient \$45. Happy Feet has their own liability. The centers where they use an LPN or RN, the nurses have their own liability. Nancy will check with the nurses to see if they would get liability insurance, and then we would like a copy showing this.

Newsletter deadline: Would need to be together by the 17th of December to get it out the week between Christmas and New Years'. This will be a December/January newsletter.

Executive Committee Report: In V. Frisch's absence, M. Nitti chaired the meeting. We had much to discuss. We needed to appoint two people to fill vacancies and needed to fill the ballot for the annual elections to the board. Carol Strong was appointed to the term of Jeff Morse and Bob Ritlinger was appointed to fill Jim Bjerknes one year term. This was voted on via email by the full board and was unanimous.

Carol Strong joined us and we continued to work on filling the ballot. After some phone calls and discussion we will fill the ballot with Scott Quitmeyer and Cathy Johnson.

We also discussed a potential board member who was under 50. Due to the bylaw changes that would be needed, we decided to not place her on the ballot. D. Shea will contact her and thank her for her interest in the center.

With Nancy joining us by phone we discussed the newsletter and the timing of getting it out with a ballot enclosed. We need to make sure we explain how to vote, especially if there are two members in one household and have a write in line on the ballot. The newsletter will include bios of all new and potential board members. The deadline for returning ballots will be January 15, 2021. We will need to find a couple members to count them. The next board meeting will be January 20, 2021.

We discussed how to conduct the January meeting with election of officers and the need to appoint a member at large to the Executive committee. We need to make sure we have new member packets ready for new board members.

T. Tebben discussed outcomes from the marketing meeting which was held earlier today. The group is working to update the brochure, and will be working on an idea to sponsor some holiday music on KOOL TV.

T. Tebben reminded the group that she will not be in attendance for several board meetings. She asked if someone would be willing to be secretary in her absence. D. Strand stated that she would. T. Tebben will work with Denise to bring her up to speed on the duties of the secretary.

Old Business:

Strategic Plan: T. Tebben brought up the strategic plan. It was decided to put on the February agenda, as the new board members will have time to review it prior to the meeting. D. Strand will contact Jeff Morse to see if he is willing to be involved with the veterans. Someone brought up the "Best of the Lakes" campaign and said we should get members to vote us 'Best Non-profit' next year. T. Tebben will get the bylaws and strategic plan to M. Nitti who will put together new board member packets.

New Business:

Holiday Sponsorship: T. Tebben shared an idea from marketing to sponsor a holiday program on KOOL TV. We would use the DVD of last years' musical program done by Katie's Swing Band with commentary between songs done by Chuck Wencil and someone from the center. D. Strand made a motion to move forward, second by M. Nitti, motion carried. We will need to do email blasts and promote as much as possible.

Marketing committee: D. Strand shared that the group is working to update the centers' brochure. They want to keep it more generic with lots of ways to connect with the center. We discussed the current brochure and what was important to put in the revised brochure. There is donated Thrivent money of \$250 towards the cost of printing.

Cornercopia Openings: T. Tebben brought up the idea of opening the center a couple times to allow for holiday shopping at the center. After discussion it was decided not to do this, but to check into doing it off site at the Viking Plaza Mall. C. Strong will check to see if this could be done and what the cost would be. We also talked about a virtual store for the future of items in the Cornercopia. D. Strand will check with Kyle Anderson, to see how much is involved in doing this.

Items from the floor:

M. Nitti brought up that we should move the treasurer to the board office, this would allow for social distancing when Nancy and the treasurer are both in the office.

V. Frisch asked if there was anything new to report on the sale of the building. C. Erickson stated that they have not heard back since they presented the info to the potential buyer.

C. Strong brought up AARP tax services and the ability to do them. They would possibly be doing them remotely and only do 'rent credits only'. This is being designed and she will keep the center posted as they move forward.

V. Frisch thanked the board members for the past three years. She enjoyed the projects she worked on and stated she was willing to assist with the Volunteer Appreciation in the spring when she gets back.

D. Semerad also thanked the board for their support and appreciated how everyone stepped up and supported whatever needed to be done.

With no other items, a motion was made to adjourn by C. Erickson, second by M. Nitti, motion passed.

Respectfully submitted,

Toni Tebben
Secretary