

**Alexandria Senior Center Board Meeting**  
**September 9, 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, V. Frisch, D. Shea, M. Nitti, T. Tebben and arriving late was C. Erickson. Board members absent were J. Morse, and J. Bjerknes. Guests included Nancy Hagenmiller, Carol Strong and Ralph Berg.

Ralph Berg was present to discuss advertising in the newsletter. There are 8 advertisers that did not pay their renewals for the 2020 season. He was questioning how we wanted to proceed with those. After discussion, it was decided that Ralph and Nancy will work to contact those sponsors and see if they will take care of it. Ralph announced that he is going to be putting his house up for sale and moving, thus will be retiring from selling ads for the newsletter. D. Strand commented that there were people who said they would help with the newsletter when they returned surveys, so she will forward those names to Nancy. Ralph noted that he did not like the idea of selling the larger ads with color in them to other sponsors. The group will decide how to proceed. Ralph also donated several cross stitch pieces to the center from a family relative. D. Shea took them to see if they could be framed and sold in the Cornercopia. The board thanked Ralph for the donation and all the years of selling ads for the newsletter.

**Secretary's Report:** The minutes were reviewed and there was one small correction. M. Nitti made a motion to approve with the correction, second by D. Strand, motion passed.

**Treasurer's report:** M. Nitti gave her report. Total cash on hand on July 31, 2020 was \$150,885.38. She shared the statement of assets, liabilities and equity, the revenue and expenses as well as the disbursements for the month. T. Tebben made a motion to approve the report, second by V. Frisch, motion passed.

**Director's report:** Nancy went over the highlights of her director report which was emailed to all prior to the meeting. Cleaning will resume on a regular schedule as soon as the center opens. Kevin Strand had covered the water main shut off. It looks great, thank you Kevin. T. Tebben asked about what was happening with building a barrier around the dumpsters. This had been talked about months ago at the HRA board meeting and has not moved forward. Nancy was asked to find out the process to get things done with HRA.

She explained the process for locking the doors, and that the button for the handicap doors is separate from the keyed lock on the doors. Thus, you can lock the door with a key and the handicap button will still open the door. So we need to make sure that you are turning off the button for the handicap button. If anyone has questions, they should have Nancy show them. Nancy has been working on the calendar with meeting rooms. She shared a mailing from REA with regards to Operation Round-up and \$1 million dollars that was given to local non-profits in the last year. M. Nitti and Nancy worked to get all cash and non-cash donation thank you's mailed out. Several were very late but they are done and they plan to keep on top of this now.

The marketing committee had met and they put together some plans for facebook and some email blasts. They will meet again at the end of September.

**Executive Committee Report:** V. Frisch chair of the exec committee highlighted their meeting. Nancy's annual evaluation has been done. D. Shea talked about the button for the handicap doors and how it has to be shut off separately from locking the doors. We discussed Thrivent Cards and the need to track them. Board terms were discussed. D. Semerad and V. Frisch's 3 year terms are up on the board and have both elected not to serve again.

After much discussion the group came to the board with a proposal change for the bylaws. We recommend adding the Technology committee as a separate committee to the bylaws. The committee will consist of at least two members, the chair shall have some IT background and the executive director shall be a member. The purpose of the technology committee is to ensure technology infrastructures are in place for efficiency within the center for members and staff. A motion was made by T. Tebben and second by M. Nitti, motion passed. This will be voted on and added to the annual meeting agenda.

**Old Business:**

Technology Update: D. Strand reported that the membership list has gone to Senior Space for input. She is still working on inputting data from the surveys, but is getting closer to finishing. She said there was lots of information on the surveys and she will share it. We still need to call members that did not respond to the survey or those who have not renewed their membership. M. Nitti needs a new laptop. J. Morse got a quote from Glacial Ridge Computing and shared it with the board via email. The board felt he should move forward with the purchase. There is a new email set up for the treasurer: [finance@alexsrctr.org](mailto:finance@alexsrctr.org) if you need something to go to M. Nitti.

Reopening committee: They have been actively meeting. Mary noted that CCOA will not be meeting until next year and it is on the calendar. This will be removed by Nancy. We will reopen with the hours of 9-3. T. Tebben asked who was in charge of Fun Bingo as the packets will need to get put together. C. Erickson will call Clarence to find out. V. Frisch said she had gotten the game Bunco and will see if we can copy the score cards. We will put the reopening on Facebook and do some email blasts announcing the reopen.

Strategic Plan: T. Tebben asked about the volunteer perks for events. After discussion it was decided to have the executive committee look at this and bring a recommendation back to the board. T. Tebben had some questions about the last page of the strategic plan, the group discussed her questions. She will update the plan and email it out to the board and Nancy so we all have a working document.

Volunteer update: C. Erickson has found that several reliable volunteers have decided not to come back. She will be looking for replacements, noting we will need more people than before as we reopen. D. Strand will share names of members that said they would help off the surveys.

Sales search committee: C. Erickson and Carol Strong shared what has been happening since we met last. Sheryl Bakewell has joined the committee. She will be doing an evaluation into the value of the building. She may also be able to help with what is a reasonable rent for the building. The group met with Mike Dolan, Attorney who shared his thoughts on us selling the building and/or buying a different one. He felt we should wait until the pandemic is over, but we may be better off renting vs owning a bldg. at this time. We need to look at the budget to see what we could safely afford per month, as HRA is interesting in buying the whole bldg. Whatever we do in the future, we need to look at forming partnerships with other organizations.

**Meatball dinner:** V. Frisch reported that Henry's has donated water, they will have bars for dessert, she will be getting Styrofoam clam containers from Restaurant supply and they will take the Thrivent card that we have donated for this event. They will be working on lining up volunteers for the event. The marketing committee has scheduled some ads and email blasts for the event.

**Nominating Committee:** With D. Semerad and V. Frisch not running for reelection, we will need a nominating committee to come up with a slate of people to run for the 2 openings on the board. D. Semerad and D. Shea will serve and they will call Clarence Wolf and Marcia Gae to see if either would serve on the committee as well.

**New Business:**

**Door locks:** This was previously discussed. Ask Nancy if you need clarification.

**Items from the floor:** Nancy asked about installing the plexiglass at the front desk, as her husband hurt his hand and will not be able to do it now. She stated that she may need stands for hand sanitizer as the previous person she worked with is no longer at the company, and no one else can find the ones that he had promised to her. T. Tebben will share info from Innovative Office that may be able to help her.

M. Nitti updated the term list, and asked everyone to review the document.

D. Strand would like to showcase handicrafts and art, and/or tell members stories. She would like to perhaps put something in the November newsletter.

T. Tebben mentioned that the lobby looks really nice with moving the Cornercopia and the table and visitation area.

We should check at Restore to see if they have a cupboard base that we could use in the meeting room to replace the one that is there. D. Semerad mentioned that it is falling apart.

D. Shea mentioned the knitting machine that had been donated to the center and how she took it home to see if she could figure out how it works. There were some parts missing and she found a place in St. Peter that may help her with the missing parts.

Nancy mentioned that she would like to send the next newsletter by September 28<sup>th</sup>.

J. Morse is committed to the food shelf on Wednesday, thus missing the board meetings. We will contact him to see what day will work best and then see if we can change our regular meeting days. D. Strand will contact him.

With no other items, a motion was made to adjourn by T. Tebben, second by D. Shea, motion passed.

Respectfully submitted,

Toni Tebben  
Secretary