

Alexandria Senior Center Board Meeting  
June 10, 2020

The meeting was called to order by President Semerad. The Pledge of Allegiance was recited by all. Members present were: D. Strand, D. Semerad, V. Frisch, C. Erickson, M. Nitti, T. Tebben, J. Morse, J. Bjerknes and listening on the phone was D. Shea. Guests were N. Haggemiller, and Carol Strong.

**Secretary's Report:** The minutes were reviewed. With no corrections, M. Nitti made a motion to approve the minutes, second by C. Erickson, motion passed.

**Treasurer's Report:** M. Nitti shared the treasurer report. Total cash on hand for May 2020 was \$154,152. We received a grant from the Alexandria Community Giving for \$5000 towards opening preparedness. T. Tebben made a motion to approve the report, second by C. Erickson, motion passed. Mary reported that she has gotten all the chart of accounts merged into a smaller number of accounts, and that she did have the accountant review everything and she felt it looked very good. Thanks Mary for all your work on this.

**Director's Report:** Nancy Haggemiller gave her detailed report of what has happened lately.

- The newsletter is being worked on and it will be to the printer by the end of the week. Many articles will be included: Thanks to Volunteers, tentative reopen date, grants received, needed upgrades to water heater, broken water main and fixing the interior water main problems.
- AARP taxes: Still no real word on if we will be doing taxes at the center. AARP does have some resources available for members and Nancy will share that information in the upcoming newsletter, as well as the Safe Driving on line classes with a 25% discount.
- Key holder policy and re-keying the center. The policy is ready to go and people will have to sign when they receive a key, as well as when they return a key. The quote from Midwest Lock and Key was for \$210 to re-key the center's three doors, with 20 numbered 'non duplicate' keys. It was decided to table this into the future based on discussions, since the codes were already changed on the main offices.
- Nancy shared the reopening to do list from MDH. The list is attached. Concerns were brought up about the costs and time to implement all the requirements. Nancy also met with Alomere health to discuss the needs. We would need lots of volunteers to implement all the requirements. We need a greeter at the door, as well as a front desk person. J. Morse suggested that we check on touchless thermometers. Only Meals on Wheels people would be allowed in the back door.
- Nancy discussed the water heater break down for \$5300, with NSI paying half. The water main outside the building, which we will end up paying our 1/3 of, has been sent to the buildings insurance. The main water supply pipes in the building are in need of replacing and are currently seen as a ticking time bomb. We are waiting for all the quotes, but the cost will be around \$40,000. This will be a big project.
- HRA stated that they would be interested in buying our portion of the building and leasing it back to us. It was stated that if the building is sold, a portion of the funds must go back to the county. It is said to be in the Articles of Incorporation. A committee was formed to research this. It included Carol Erickson, to be Chair, Carol Strong, Mary Nitti and the attorney. Whatever we do, we need to keep our sense of autonomy.
- We set a tentative reopen date of October 1<sup>st</sup>. Next meeting we will set up a reopening committee.

- Nancy reported that she met with the City and asked for continued support of \$15,000 for the upcoming year. She invoiced townships for \$13,500 and we did receive \$250 from Hudson Township. We have received the SBA loan of \$2,000, \$5,000 from the Alexandria Community Fund to help with re-opening, and \$9,000 from PPP for 60% payroll and 40% utilities to be used in 24 weeks, which will eventually be a grant.
- Nancy asked if she could move forward with Senior Space, a membership software at the cost of \$1,200 per year. This will help the front desk with removing all the 3 ring binders for classes and make it easier for members to sign up for classes and check in. M. Nitti made a motion to begin the process of acquiring Senior Space at the cost of \$1,200 per year for a 3 year period. V. Frisch second, motion passed.

### **Old Business:**

#### Technology updates:

- D. Strand explained the membership list and the questionnaire designed to be used when the board members call all members on the list. We will update name, addresses, phones and emails, as well as ask for the members input into programs and events. In the past non-renewing members were dropped from the list if they had not paid their dues by May. We will also ask non-renewing members to renew when we call. Each board member will have roughly 70+ members to call. Denise also asked if we were willing to input into survey monkey. Most felt that they would like to do it on paper, but some could put in survey money after the fact. She will work on getting the info to us timely so we can start. We will also put it in the newsletter to make sure members know we will be calling them.
- J. Morse reported that the phone lines have been switched to Spectrum for a monthly savings.
- J. Morse got a quote for \$10,000 from XS consulting to bring the center up to usefulness with Wi-Fi. It was decided to not pursue the large cost at this time. He will see what he can do to at least get some Wi-Fi in the building, as currently there is none.
- M. Nitti asked questions about working from home and the security of Wi-Fi. Jeff explained some of the security concerns to us.
- D. Strand spoke to the non-profit Google account that her and Nancy got set up. This will be word processing, calendar, etc. She spoke about our domain name. After much explaining and discussion. M. Nitti made a motion: Change our domain name to WIX and use a shorter domain name of alexsrctr.org for \$15 a year and keep the longer version, alexandriaseniorcenter.com for one year. Second by C. Erickson, motion passed.

#### Re-open:

- We set a tentative reopen date of October 1<sup>st</sup>.
- We need to start thinking of programs we can do at reopening that allows for social distancing, since cards won't be allowed. Speakers, book club were ideas brought forth.

#### Strategic planning:

- T. Tebben explained that Tara Bitzan will not be able to do our strategic planning until the end of July. The chamber is so busy with Covid at this time. The group decided that we would still like her to do it, if she is willing. We will hold it at the center, since we are closed and hold it in one of the big meeting rooms, which would allow for social distancing. Toni will contact Tara to gather some date options.

#### Volunteer update:

- C. Erickson explained that she has been beginning the process of contacting volunteers to get the front desk volunteers coordinated. She has gotten positive response from those she has contacted.

#### **New Business:**

##### Sunday Music:

- The board had been contacted by Kathryn LeBrasseur with concerns about Sunday music and dances. Is the board committed to continuing it into the future? At this point, there can be no dances and we would not start music until the fall, so the group felt this should be tabled until we know more of restrictions. There are members committed to working the Sunday music, but there are always concerns about opening and closing the center. We will table this until a later date.

##### Sign up Genius:

- T. Tebben mentioned that we should look at Sign up Genius as a way for volunteers to sign up for helping at certain events. She will send the info to C. Erickson to look at.

##### Items from the floor:

- M. Nitti brought up some concerns she has about the post office.
- The group thanked Nancy for all her persistence in working through all the water issues we have had and all the grant writing she has been doing.
- D. Strand was wondering if the Lorsung Art studio could be used by some local artists when the center was closed. It was the consensus that while the center is closed, we should not allow any group access.
- V. Frisch mentioned that there is an expiration date on Thrivent cards, but that this can be extended if needed. The person who got the card needs to call Thrivent to get this accomplished. M. Nitti reminded the group that there is a process that needs to happen with a Thrivent card for specific event. This needs to be tracked and the Treasurer needs to see the receipts.

Being no further discussion, V. Frisch made a motion to adjourn, second by J. Bjerknes, motion passed.

Respectfully submitted,

Toni Tebben  
Secretary