

Alexandria Senior Center Board Meeting
December 11, 2019

The meeting was called to order by President Semerad. The Pledge of Allegiance was recited by those in attendance. Present were D. Semerad, H. Glade, V. Frisch, J. Bjercknes, D. Shea, D. Lorsung, M. Nitti, T. Tebben. Guests were introduced: Nancy Hagenmiller, Kathryn LeBrasseur, Jeff Morse, Carol Erickson, and Denise Strand. Absent was Judy Berger.

Secretary's report: The minutes from the previous meeting were reviewed. Being there were no additions or corrections, M. Nitti made a motion to approve the minutes, second by D. Shea, motion passed.

Treasurer's report: M. Nitti gave the treasurer's report. Total cash on hand is \$155,554.75. Gross profit before operating expense was \$12,205.24 and operating expenses for the month were \$13,132.22. Net loss after depreciation was \$2976.98. Major expenses for the month were building and liability insurance of \$5413.88. Memberships were at 826. T. Tebben made a motion to approve the treasurer report, second by V. Frisch, motion passed.

Director's report: Nancy gave her director's report, reminding everyone that the newsletter deadline is December 16th. There will be a sign-up sheet for board members to help with the Birthday parties each month. We will cut and serve cake. Penny bingo needs a caller as well. Respite care will be here on the 2nd and 4th Tuesday from 11-3 and their clients will eat lunch. The primer has been done in the bathrooms. They hope to do the painting soon, as they ran out of primer.

We still need someone to send thank you's and acknowledgements for donations, which Helen Glade has done in the past. The prep sink has been repaired in the kitchen. Nancy also has a sign-up sheet for Wake Up Alexandria. Neither of the sign-up sheets were passed out at the meeting, so we should contact Nancy to sign up. Bernice and Nancy put together a list of events for the coming year. It will be shared with the group, as it is important for the marketing committee to have ahead of time. The Holiday tables was a wonderful event and enjoyed by those in attendance. We need to work on a steady source of income. There was discussion about deposits and financial recording.

Executive committee report: V. Frisch reported on what the committee had discussed at the last meeting. The group discussed volunteers not paying for events. This will be at the discretion of the event chair and they should inform the committee and volunteers prior to the event. It should be added to the event form. Discussion was held on when to call 911. The group felt that everyone should feel comfortable to call 911 in any emergency. V. Frisch also discussed the storm policy and we can't find that this was ever finished. CPR training is upcoming again and all volunteers need to be strongly encouraged to attend. This is for their benefit.

Guest Kathryn LeBrasseur discussed the Holiday Tables. She was happy with the event and Chuck Lane has already said he would do emcee again next year. She thanked everyone that helped and the men for serving. She was frustrated that profits were not readily available. The director and treasurer shared that all bills are not turned in yet, so it makes it difficult to come to exact figures. Tentative income amounts are: \$810 from silent auction, \$172 from crafts, \$424 for heads and tails, and \$93.55 from cut the card. Questions were raised about how many tickets were actually sold

Kathryn also asked for board members to help, if possible with the Swing and Sweets which is a fund raiser for the center put on by Katie's Swing band. This is Sunday, December 22 at the Andria Theatre for a cost of \$10.

Old business:

Annual meeting follow up: D. Semerad shared that the board had met at St. Mary's with the principal and the administrator of the facility. We had a good discussion and agreed to stay with our verbal agreement to let each other know when we have special events going on. They were happy to know this was only one person that created all the frustration and not the whole center. We all know there is a parking shortage and agree that there really isn't a resolution to parking.

The board also spoke about the \$1 charge for events and that this needs to be consistent at the center.

New Business:

Bernice Wimmer's contract: Nancy addressed the fact that Bernice's contract was up for renewal on December 15th. Discussion was held about the fact that she is currently a contract employee and should she become an exempt employee now that we currently have one full time employee in Nancy. It was felt that her contract should state that she work 30 hours per week and that her hours and Nancy's be documented. H. Glade made a motion to offer Bernice a new contract as an exempt employee working 30 hours a week, second by D. Lorsung, motion passed.

Coffee: Nancy let us know that the big coffee pot will cost almost as much to fix as a new one. It is currently costing us about 10 cents for each cup of coffee to make. She proposed that we get 'instant on demand' coffee system from Henry's foods in Alexandria. This new system would be installed by them, filters would be changed and it would cost about 28 cents per cup. Coffee would always be fresh and there would be no waste. After discussion, D. Lorsung made a motion to move forward with the new coffee system, second by D. Shea, motion passed.

2020 Budget: M. Nitti presented the proposed budget for 2020. There were questions about what was included in some of the categories, noting the biggest differences were in payroll. We discussed the need to find long term income and grants, and upcoming needs. We need to make the public aware of the services we offer, perhaps a 'did you know column' in the newsletter. Denise Strand asked if we had ever done a survey to see what members were looking for from the center. D. Lorsung made a motion to approve the 2020 budget, second by D. Shea, motion passed.

Thank you: T. Tebben shared a Thank You she had received in her box at the center. It was from Gwen Flynn thanking the board and staff for putting on the Veterans Day lunch on Veterans Day. She was thrilled to attend.

Items from the floor: H. Glade and D. Lorsung thanked the board for all they have done, and wished us good luck going forward. It was a privilege to support the center the last six years. As their farwell gift they have donated a cordless microphone to the center for the large meeting room. The board thanked them for their service and wished them well.

T. Tebben brought up the strategic plan and long range planning. She reminded the group that we should arrange a planning session with an outside facilitator to be done off site. Doug Tatge was

suggested as facilitator and perhaps Glenwood State bank meeting room as a location. This should be on next month's agenda.

Motion to adjourn by D. Shea, second by V. Frisch, motion carried.

Respectfully submitted,

Toni Tebben
Secretary