

Santa's Senior Center Corporation, Inc.

Board of Directors Agenda

9 April 2025

Our Mission is to create inviting enjoyable programs that encourage older adults to use their skills, develop their potential, and continue involvement in the community.

Call to Order: Board President, Joe Gelinas at 1:01 P.M.

Roll Call- Candy Clarke (25)*Excused/Absent*, Gregory A. Corbett (25), Lamie Ellsworth (25), Joe Gelinas (24), Ruthie Sevy(26) *Excused/Absent*, Rochelle Renner (25), Cora Williams (25)

Excused/Absence documents submitted and read to the Board of Directors

Quorum: Yes (5 of 7 members present)

Others in Attendance: Carmen Sears (Administrator), Sharon Corbett, Barbara Sevier, Diane Jewkes, Ellie Herrera, Pam ???????,

Approval of Agenda 9 April 2025.

Motion made by Cora W. to accept agenda Joe G. seconded motion.

Vote 5 Aye 0 Nay.

Agenda Accepted.

Approval of Minutes of 12 March 2025, Board Meeting

Motion to accept minutes from Greg C. with correction on page 2, change 25 & 50 mg to MB. Cora W. seconded motion.

Vote 5 Aye 0 Nay.

Board Minutes Accepted.

Officer Reports:

Secretary – Gregory A. Corbett -

Volunteer Hours – Volunteer hours for the month of March 2025 for SSC were 239.5 Hrs.

Treasurer - Rochelle Renner -

See printed report. There has been some difficulty with the printer and the new WIFI connection, unable print a full budget spreadsheet. Still working with Gaming Board member to finalize yearly budget, insurance payments and new water sewage bills being added to the spreadsheet. A work in progress.

Monies donations for parking lot are being submitted regularly. Ensuring monies are accounted for and secured is currently a problem. Moving money currently held at Mt. McKinley bank in certificates of deposit that mature 10 May needs to be discussed. President Joe G. tabled discussion until later date.

Vice-President – Ruthie Sevy - *Excused/Absent*

President - Joe Gelinas -

Working with ACS and our internet. It is currently a mess and ACS has been very difficult to work with. The center can currently FAX documents out, but cannot receive any FAX's. Printer is not working with the Laptops used by Treasurer and Gaming. This is causing problems and frustration for the SSC Staff. Download speed seems to have increased. The upload speed will be tested when the news letter is sent out. One issue ACS noted was that all of our past sent emails were stored in the memory bank, this was causing a huge lag in the upload speed.

A new SSC member has donated a 32" flat screen TV, and Blue Ray DVD player to be used for fundraising of the new parking lot.

Committee Reports:

Gift Shop – Goldie Southwood - *Absent*

See printed report. Sales receipts provided \$121.20 to the SSC.

Gaming - Barbara Sevier

See printed report - Gaming Reconciliation.

Gaming and Treasurer working together to reconcile budget and gaming spreadsheets, bills, etc. A check from Travelers Insurance Company was received in the amount of \$1,100.00, believe it was possibly and overpayment.

Yearly insurance expenses are approximately \$9 to \$10,000.00. This equates to roughly a quarterly expense of \$1,700.00. In the past these payments were made from the gaming account, moving these items into the treasurer's budget worksheet.

A check presented to Joel's Place in the amount of \$472.00 will be voided. Joel's Place no longer exists. The money will be donated to the next agency nonprofit listed on our donation request listing.

Discussion about Motor Cycle raffle (President Joe G. donated Harley Davidson motorcycle to the SSC for parking lot repavement). Barb S. indicated that Advance Printing is able to print raffle tickets with nonprofit gaming number and numbering of tickets that could be used for this item. Further discussion was made about adding the TV, donated quilt to the tickets. Suggestions were made to have the TV, Blue Ray DVD, and Quilt kept separately as Silent Auction items.

Motion was made by Cora W. to have Joe G. and Barb S. form a committee to decide how to proceed with gaming, raffle and ticket sales. Seconded by Lamie E.

Vote 4 – Aye, 1 – Nay.

Motion Passed.

Kitchen - Sharon Corbett –

No printed report.

During the month of March 52 meals were purchased. Average cost of each meal was \$1.00. Total proceeds from these meals was \$260.00. Cost was \$52.00. Net profit from these meals to the SSC was approximately \$208.00

Budget Committee - Rochelle Renner –

Budget spreadsheets are still being worked through, as stated in the Treasurer's report. Awaiting connection to printer.

Audit Committee - Jo Small and Rochelle Renner –

Upcoming in April. Refer to last month's minutes.

Maintenance Committee - Gregory Corbett – Nothing to report.

Outreach Committee - Candy Clarke - *Excused/Absent*

Sunshine Committee - Judi Hastings - *Absent*

Administration - Carmen Sears

See printed report.

Go Fund Me is a way for us to generate additional funding for the parking lot. See the printed handout for more information.

A new computer was purchased for the center by Lamie E., Thank you. With this and the help of our IT folks, we are hoping that our speed for emailing, downloading and uploading information will increase significantly. We are having issues with passwords and access, hopefully this will be resolved within the next few weeks.

Food box distribution has gotten much easier.

New information rack cards have been printed and are ready for distribution. Board members volunteered to place new cards around town and throughout the borough.

Santa Claus House – Joe G.

Morris Thompson Culture Center – Greg C.

Airport – Cora W.

North Pole interim Visitors Center – Rochelle R.

Knotty Shop – Lamie E. & Ellie H.

Emailing board members has been an issue with the Outlook email program. Currently only the president, secretary and administrator have access. A motion by Joe G. was presented to use personal email versus the outlook email. Cora W. seconded the motion.

Vote 5-Aye, 0-Nay.

Motion passed.

Carmen will send out an email to all board members to verify their correct email address.

Unfinished Business:

Table/Chair Usage agreement – See Printed documents.

Board members reviewed and edited the “Table/Chair Use Agreement”

Motion was made by Greg C. to adopt the new document with changes; current wording “Suggested Donation” be rewritten to “Item Cost”, and “Suggested Donation Total” be rewritten to “Total Cost”. Motion seconded by Lamie E.

Vote; 4-Aye, 1-Nay.

Motion passed.

Facility Usage agreement, Revision (4 page document). Original motion by Greg C. remove suggested and donation from the document, using as is. Motion was seconded by Cora W.

Discussion found other changes needed on page 2 of the document. Original motion withdrawn, with consent of Cora W.

Document will be changed and rewritten on page 1 with; “suggested donation amount” be removed and replaced with “cost”, “suggested donation” removed and replaced with “cost”, and on page 3, the following sentence be removed in its entirety; “Number of pots made _____ (If using SSC’s supplies) Amount donated for coffee use \$_____”. Cora W. seconded the new revised motion.

Vote 4-Aye, 1-Nay.

Motion passed

By-Laws and Standing Rules Revision - Committe members Goldie Southwood, Barbara Sevier, and Ellie Herrera presented the board with 1 change to the Standing Rules, and 3 changes to the current By Laws.

See Printed Documents.

Article IV, Section 4, Director’s Terms (Page 8 of 33)

The proposed amendment was read into the record by Joe G. as printed and submitted to the SSC Board Members.

Motion made by Joe G. to accept the new By Law Ammendment Change. Second, by Cora W.

No Discussion

Vote 5-Aye, 0-Nay

Amendment Change Accepted.

Article IV, Section 7, Forfeiture of office (Page 8 of 33)

The proposed amendment and justification was read into the record by Joe G. as printed and submitted to the SSC Board Members.

Motion made by Greg C.. to accept the new By Law Amendment Change. Second, by Cora W.

Discussion ranged from the implied responsibilities of all volunteer board members. Important to note what duties are when signing up to be nominated for a board position. Suggested that during the nomination that the nominee be aware of their obligations and duties. Add the justification to the nomination form. Further discussion requested clarification of what 25 percent of meetings missed referred to; one year, two year term? IT is implied that during your term of 2 years you may miss no more than 25% of all meeting, scheduled or special!

Vote 5-Aye, 0-Nay

Amendment Change Accepted.

Article VI, Section 8, Duties of Secretary (Page 21 of 33)

The proposed amendment was read into the record by Joe G. as printed and submitted to the SSC Board Members.

Motion made by Cora W. to accept the new By Law Amendment Change. Seconded by Rochelle R.

No Discussion

Vote 4-Aye, 1-Nay

Amendment Change Accepted.

Standing Rules, Dues:

Proposed amendment was read into the record by Joe G. as printed and submitted to the SSC Board Members.

Motion made by Greg C. to accept the new Standing Rules Change. Seconded by Cora W.

Discussion, No Refunds. Why are couples paying more than a business or non-profit organization?

Vote 4-Aye, 0-Nay, 1-Abstained

Standing Rules Change Accepted.

New Business:

Senior Recognition Day, Thursday 8 May 2025 - SSC will nominate a member for recognition. Everyone is encouraged to sign up on line and attend this yearly event.

Chili Cookoff – only 4 people have signed up to provide a crock pot of chili. Cora W. stated that Ruthie S. and Wanda W. have contacted the North Pole City Mayor, Chief of Police and Fire Department Chief to come in and be our judges. It is a \$10 entry fee to submit a pot of Chili. There are gifts for the winner. Anyone wishing to sample the Chili can pay \$10 and get 3 small sample bowls or 1 large bowl.

Member/Visitors Comments:

Diane J. brought up the idea of having a silent auction for the donated TV, Blue Ray DVD and the Quilt. It could be presented at the birthday luncheon and awarded to the winner at the Chili Cookoff. By having a silent auction versus selling raffle tickets with avoid involving Gaming into the equation.

Diane J. also mentioned that they have over \$2,200.00 in advertising for the new SSC Cookbooks.

Diane J. also suggested that we document who and where we place the Information Rack cards for future reference.

Sharon C. informed the board that they need to have in addition to a rental fee for tables and chairs, also a holding fee for the cost of replacement, to ensure the items are returned to the center. Ellie H. seconded that thought, as she had worked in the school district and items were often never returned.

Joe G. mentioned that the current laptops may need to be replaced. The laptop used by our Administrator before it was replaced had a battery that was swelled up and almost to the point of exploding.

Greg C. apologized and brought up the current fuel usage for the SSC. (Should have been reported during the Maintenance Committee). At the current daily use the SSC should save over \$5,000.00 by the end of the year. The boiler tune up, maintenance and added insulation have been a tremendous asset for our building and the savings generated.

We currently do not have anyone signed up to provide or cook dinner for our last Friday of the month dinner. The funds from this event would go towards the new paving of the parking lot. Last month's dinner provided by Thor and Wanda W. was a great success. Please ask around and let's try to make this event happen. It not only generates funds it is a great camaraderie event.

The next Board Meeting will be held on 14 May, 2025 at 1:00pm

Meeting Adjourned at 2:46 P.M. Wednesday 9 April 2025

Prepared by SSC Secretary- Gregory A. Corbett