

**Minutes of the Alzheimer's Resource of Alaska  
Meeting of the Board of Directors**

<b>Date: Wednesday, June 26, 2019</b>	<b>Location: Alzheimer's Resource of Alaska, 1750 Abbott Rd., Anchorage</b>
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Attendance Log of Board Members				Staff	
✓	Ken Acton - President	T	Patty Miller	✓	Pamela Kelley
A	Mike Lajoie - Vice President	✓	Sabrina Peterson	✓	Melissa Saulnier
T	Rori Van Nortwick - Treasurer	T	Karen Scholz	✓	Robyn Langlie
✓	Rebecca Hanson - Secretary	✓	Jonell Snook-Holmes	✓	Francy Bennett
✓	Nicki Addonisio – Member at Large	T	LC Tolver		
✓	Jenna Bruner	✓	Charlene Walker		
T	Larry Duffy				
A	Mellisa Heflin				
E	Rhonda McLeod				
<b>Legend: ✓=Present A=Absent E=Excused Absence T=Teleconference</b>					

**Call to Order:**

- Ken Acton, President, called the meeting to order at 5:46 p.m.

**Mission Moment:**

- The staff members presented a video that aired on Friday, June 21, 2019 on KTVA's "Voice of Alaska" segment. It depicted the volunteers who got together at the Anchorage Senior Activity Center as part of the Anchorage United Way community "Day of Action" to help make memory kits for the community. 150 or more kits will be distributed to help prevent or slow the progression of Alzheimer's disease. Alzheimer's Resource of Alaska contributed materials for the kits and was identified in the news segment.

**Agenda:**

- Jonell Snook-Holmes moved to approve the Agenda. Nicki Addonisio seconded. There were no changes. The motion passed unanimously.

**Minutes:**

- The minutes were approved as presented by unanimous consent.

**Committee Reports:**

**Executive Committee:** Ken Acton reporting.

- The Executive Committee met twice to accomplish two goals:
  - Draft of Board Best Practices: Ken recommended the Board to adopt the Board Best Practices as non-binding guidance. Nicki moved to approve the Board Best Practices and Jonell seconded. The motion passed unanimously.
  - Annual review with Pamela Kelley was completed.

**Finance Committee:** Jonell Snook-Holmes reporting.

- The Finance Committee met.
- Jonell presented the FY20 budget as the committee recommended. She moved that it be accepted. Sabrina Peterson seconded and the motion passed unanimously. Without revision, the budget was adopted. A copy is attached to the minutes.
- The Finance Committee also recommended to the Board that \$15,000 from surplus be donated to UAF for research. The research grant will be matched by a donation from Wayne and Jonell Snook-Holmes in equal amount. Jonell moved to approve the contribution to UAF research including the restricted match. Nicki seconded. The motion passed unanimously.

**Fund Development Committee:** Pam reporting.

- The Development Committee did not meet.
- Pam shared that Amblin's net profit was more this year than last year. More people came out to the event to walk and there were more staff volunteers present. She noted that sponsorships were down from the prior year.

**Governance Committee:** Nicki Addonisio reporting.

- The Governance Committee did not meet.
- Nicki explained that in the prior Board meeting, Rori Van Nortwick's name was inadvertently omitted from the Board membership to approve for a second term. To rectify, Nicki moved to approve Rori for a second term. Jonell seconded and the motion passed unanimously.
- Nicki reported the proposed changes to the Bylaws were distributed for review in accordance to the bylaws. This is the change to restructure the standing Board committees. Nicki moved that the revisions be adopted. Sabrina seconded. The resolution was unanimously approved.

**Program Committee:** Rebecca Hanson reporting.

- The Program Committee did not meet.
- The Committee has been working on its Best Practices guidance document.

**Public Policy Committee:** No report was offered.

**Executive Director's Report:** Pamela Kelley reporting.

Pam supplemented her written report with the following items:

- Pam introduced to the Board ARA's new Development Director, Francy Bennett.
- She reported that the Rasmuson Foundation has awarded ARA a \$19,000 Tier I grant for technology equipment.
- She also announced that Wayne and Jonell Snook-Holmes have generously underwritten the cost of the exterior painting of our building.

**Old Business:** None

**New Business:**

- Strategic Plan
  - October 5, 2019 is the date set for a Board retreat. The Board discussed whether underwriting would be available to bring up a facilitator.
- There was an update to the FY20 Board Meeting Schedule regarding keeping the Board meeting in the third week of November as in the past. The change was approved without opposition.
- Jenna brought to the attention of the Board the Committee sign-up sheet. The sheet was passed around the room.
- Jenna mentioned the importance of diversity on the Board and reaching out to Wasilla for recruiting.

**Announcements:**

- Pam reminded the Board that their Annual Board Commitment Forms could be found in the Board packet.

**Adjournment:** The meeting adjourned at 6:50 pm.

Respectfully submitted,

*Melissa Saulnier*

Melissa Saulnier  
Executive Assistant