

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

<b>Date: Wednesday, May 15, 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	A	Patty Miller	✓	Pamela Kelley
A	Mike Lajoie - Vice President	✓	Sabrina Peterson	✓	Melissa Saulnier
E	Rori Van Nortwick - Treasurer	✓	Karen Scholz	✓	Robyn Langlie
✓	Rebecca Hanson - Secretary	✓	Jonell Snook-Holmes	✓	Lorraine Guyer
✓	Nicki Addonisio – Member at Large	T	LC Tolver	✓	Gail Schiemann
✓	Jenna Bruner	E	Charlene Walker	✓	Rebecca Marinelli
✓	Larry Duffy			✓	Jennifer Ivory
T	Mellisa Heflin			✓	Liz Smith
E	Rhonda McLeod			✓	Debra Burt
				✓	Vanda Hoecher
				✓	Samantha Gordon
					<b>Guest</b>
				✓	Jill Simek – Board Recruit
<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.

**President's Welcome & Introductions**

- Ken welcomed all and facilitated introductions of guests and staff present.

**Agenda:**

- The Agenda was approved by unanimous consent.

**Minutes:**

- Jonell Snook-Holmes moved to accept the March 20, 2019 Board Minutes as distributed. The motion was seconded by Jenna Bruner and passed unanimously.

**Committee Reports:**

**Executive Committee:** Ken Acton reporting.

- The Executive Committee met five times from August to May. The committee had two goals:
  - To collaborate with Pamela Kelley on Board training which was accomplished in November with a Board training event conducted by Joy Bentley, and
  - To establish goals and objectives for the Executive Director which was accomplished jointly with Pam in October. The Executive Committee has tried to make the E.D. review an open conversation that has been revisited throughout the year.
- Secondary goals for the Executive Committee included:
  - Planning a retreat for the first weekend of October 2019 was confirmed as the best date. The Board will be updating the Strategic Plan to include information acquired at the Board training in November.
  - Each committee has been drafting their best practices and the Executive Committee will present the combined product to the full board as a non-binding resolution for adoption at the June board meeting.
  - Develop recommendation for restructuring the Standing Committee(s).

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

- The Finance Committee met May 14, 2019.
- Grant payments are arriving as scheduled and their timing is catching up with the budget.
- Medicaid payments are arriving as billed.
- Investment reports reflect a solid position.

**Fund Development Committee:** No report was offered.

- The Development Committee did not meet.

**Nominating Committee:** Nicki Addonisio reporting.

- The Nominating Committee met and discussed their role with Board development, including training.
- The Committee's work this year focused on four areas:
  - Active recruitment and training of new Board members.
  - Committee best practices, resulting in development of a draft document shared with other committees.
  - Bylaws – The committee recommended minor changes to the Committee structure and will email the proposed changes to all the Board members before May 24, 2019 to enable formal action at the June 26 board meeting. The committee proposes elimination of the Public Policy Committee and changing the title "Nominating Committee" to the "Governance Committee" as reflected in the draft Bylaws revision.

**Program Committee:** Rebecca Hanson reporting.

- The Program Committee met and addressed the need to continue to promote public awareness. The Board has given unanimous consent to hire a PR company with supplemented reserve funds up to \$10,000. Solicitations are out to four companies for actionable ideas within the \$10,000 budget. The objective is to make sure that what we obtain is serviceable statewide depending on where we can afford to do that.
- Mike Lajoie recommends Geo Fencing marketing which is area/targeted based advertising.
- The Program Committee is also working on defining its Best Practices.

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

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

- National Family Caregiver Support grant will increase in FY20 by \$50,000. This offsets most of the funding reduction ARA would experience if the state budget does not fund Human Services Community Matching Grants.
- The Education Department received \$3,000 from Wellpath, the emergency managers of Alaska Psychiatric Institute for staff training.
- Part of the assumption laid out a few years ago for Care Coordination Case Management has been discarded by SDS as reflected in the FY20-22 Senior In-Home Grant. These services do not have to be conflict-free.
- We are still waiting to see if the Medicaid 5% rate reduction will apply, expecting that it will.
- State Plan for Senior Services is in its public comment period and reflects the state vision to continue supports to Alaskans aged 60 and above through Older Americans Act Programs. When we can be identified as the lead agency in cooperation with SDS or AgeNet, it is to the benefit of our organization. It solidifies the central role our programs offer for Alaskan seniors.

**Staff Reports:**

- Each of the Managers (Robyn, Lorraine, Rebecca and Gail) presented the annual reports on each of their programs or areas of responsibility. They highlighted the great work happening throughout the agency and how investments in high quality staff helps ensure the quality of life of those we serve.

**Old Business:** None

**New Business:**

- Officer Slate:
- Nicki proposed the slate of the officers for 2020 as recommended by the Nominating Committee:
  - Jenna Bruner as President
  - Ken Acton as Vice President
  - Rebecca Hanson as Secretary
  - Rori Van Nortwick as Treasurer
  - Sabrina Peterson as Member at Large

Nicki moved to accept this slate of officers; Jonell seconded. The motion passed unanimously.

**Announcements:**

- Ken reminded the Board the importance of recruitment as Nicki Addonizio, Jonell Snook-Holmes and Rhonda McLeod will be going off the Board at the end of the 2019 fiscal year.
- Ken extended best wishes to Lorraine Guyer on behalf of the Board. From 2011 - 2019, Lorraine was instrumental in the development of Amblin', the ARA and CCRA websites, and branding for the organization. Lorraine will be missed in her retirement, and the Board extended its best wishes.
- The next Board meeting will be held Wednesday, June 26, 2019 at 5:45 pm.

**Adjournment:** The meeting adjourned at 7:48 pm.

Respectfully submitted,

*Melissa Saulnier*

Melissa Saulnier  
Executive Assistant