

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

Date: Wednesday, November 14, 2018	Location: Alzheimer's Resource of Alaska, 1750 Abbott Rd., Anchorage
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Attendance Log of Board Members				Staff	
✓	Ken Acton - President	T	Mellisa Heflin	✓	Pamela R. Kelley
A	Mike Lajoie - Vice President	A	Rhonda McLeod	✓	Melissa Saulnier
✓	Rori Van Nortwick - Treasurer	E	Patty Miller	✓	Gail Schiemann
✓	Rebecca Hanson - Secretary	E	Jonell Snook-Holmes	✓	Robyn Langlie
✓	Nicki Addonisio – Member at Large	T	LC Tolver	✓	Lorraine Guyer
T	Jenna Bruner			✓	Rebecca Marinelli
T	Larry Duffy				
					Guest
				✓	Rachel Lopez
				✓	Sabrina Peterson
				✓	Karen Hollar
Ledger: ✓=Present A=Absent E=Excused Absence T=Teleconference					

Call to Order:

- Ken Acton, President, called the meeting to order at 5:55 p.m. and welcomed everyone.
- Staff and Board members introduced guests: Rachel Lopez, Karen Hollar, and Sabrina Peterson

Mission Moment:

- Gail Schiemann, Education Director, presented the Mission Moment, illustrating the work of the Education Department. She spoke of custom training arranged for an Anchorage Assisted Living Home. The training went so well that the ALH sought additional training. In that second training, ALH staff member Rachel Lopez shared that just prior to the first training she was about to give her notice. After training, she decided to stay with her job, and try some of her newly acquired knowledge and skill. Months later, she continues working in the field. The experience inspired her to write a poem called "Not So Golden Years" which she shared with the Board.

Agenda:

- Rori Van Nortwick moved to approve the Agenda. Nicki Addonisio seconded. There were no corrections or changes. The motion passed unanimously.

Minutes:

- Ken noted an error in the September 19, 2018 minutes, second paragraph under New Business changing the word "by" to "was".
- Rori moved to approve the September 19, 2018 Board Minutes as corrected. Nicki seconded and the motion passed unanimously.

Committee Reports:

Executive Committee: Ken Acton reporting.

- The Executive Committee met on October 3, 2018 on two topics.
 - The Executive Committee collaborated with Executive Director, Pamela Kelley, on her FY19 performance goals and objectives. Upon agreement Ken distributed copies of the goals and objectives to the Board.
 - The Board training was solidified for Saturday November 17, 10 am to noon. Joy Bentley is the presenter.

Finance Committee: Rori Van Nortwick reporting.

- The Finance Committee met November 13, and reviewed the finance report to date. The Finance Committee identified issues with Medicaid billing and will have questions answered by the next meeting.
- Alzheimer's Resource of Alaska IRS informational return 990 is signed and will be filed November 15, 2018.

Fund Development Committee: Lorraine Guyer reporting on behalf of Mike Lajoie.

- The Fund Development Committee did not meet.
- Lorraine encouraged the Board to think about who might consider supporting our next large event, Amblin' for Alzheimer's.

Nominating Committee: Nicki Addonisio reporting.

- The Nominating Committee met and set some Committee goals.
 - Work on procedural documents and get a timeline on paper
 - Being cognizant of those going off the Board and new members coming on, and having diversity among Board members representing the regions we serve.

Program Committee: Rebecca Hanson reporting.

- The Program Committee met October 17, 2018 and November 14, 2018. They discussed engaging and impacting marketing, and effectively sharing with the community who we are and what we do as an organization.
 - Where do we need to place our brochures
 - When and how can we use the tagline: Alaskans Serving Alaskans Since 1984

Public Policy Committee: Patty Miller reporting.

- The Public Policy Committee did not meet.

Executive Director's Report: Pam Kelley reporting.

- Pam supplemented her written report with the following items:
 - The Matsu move is on schedule. Onward and Upward, an organization doing experiential outdoor education for at risk children, will be our neighbor.
 - Media: We will be doing five PSA's a day on four radio stations, KBEAR, KHAR, KWEL, and KFQD using a recorded PSA from years ago. by Danny Preston Gray. We are expanding these opportunities as we ramp up for next November and Alzheimer's Awareness.
 - We are transitioning our Database because Social Solutions is shutting down ODM. We have a team of managers working to do a test drive of the new Database.
 - Jim Wilgus, from Alzheimer's Association and Pam will meet December 7, 2018 and begin to develop a Memoranda of Understanding as to who is doing what in Alaska, and how we will manage not to step on one another's toes. We want to build a relationship that is not fraught with animosity, given that we have similar long-term goals.

Old Business: None

New Business:

Board Nominations:

- Nicki introduced Karen Hollar, a licensed clinical social worker who is the home base primary care social worker for the Veterans Health Administration. Nicki made a motion to nominate Karen Hollar to the Alzheimer's Resource of Alaska Board of Directors. Rori seconded the motion. There were no questions and the motion approved by unanimous consent.
- Nicki also spoke of Charlene Walker, the Director of Outreach and Enrollment at the Alaska Native Tribal Health Consortium. She has done extensive work with Medicaid and has a high level of expertise with program development, healthcare and advocacy. Nicki made a motion to nominate Charlene Walker to the Alzheimer's Resource of Alaska Board of Directors. Rori seconded the motion. There were no questions and the motion approved by unanimous consent.

- Rebecca introduced Sabrina Peterson who has worked in the oil industry and on environmental issues. She now works with the Wilson Agency as a Financial Service Advisor in Corporate Retirement Plans. Rebecca made a motion to nominate Sabrina Peterson to the Alzheimer's Resource of Alaska Board of Directors. Nicki seconded the motion. There were no questions and the motion approved by unanimous consent.

Service Mark Registration:

- Pertinent to our efforts on how we will differentiate ourselves from the Alzheimer's Association. Two phrases, "Alaskan's Serving Alaskans" and "Alaskans Serving Alaskans Since 1984," are available and do not have any other registered Service Mark holders reserving those phrases in the state of Alaska. Pam recommended we register those two phrases but also begin using them immediately, pre-registration as required to demonstrate use. Lawrence K Duffy made a motion to register both phrases. Nicki seconded the motion. There were no questions and the motion approved by unanimous consent.

Holiday Tradition:

- Ken noted the tradition of the Board to grant employees a gift during the Holidays in the form of a paid day off. Nicki made a motion that the Board grant a day off to the staff. Larry seconded the motion. There were no questions and the motion approved by unanimous consent.

Announcements:

- Reminder about the Board Training Saturday, November 17, from 10 am to noon, by Joy Bentley on Board Fundamentals. Fairbanks Board members are traveling to Anchorage to join us.

Adjournment: The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Melissa Saulnier

Melissa Saulnier
Executive Assistant