

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

Date: Wednesday, November 17, 2021		Location: Alzheimer's Resource of Alaska, 1750 Abbott Rd., Anchorage	
Attendance Log of Board Members			Staff
✓	Sabrina Peterson - President	✓	Lynda Hutchins
✓	Jill Simek - Vice President	✓	Mellisa Johnson
E	Kristin George - Secretary	✓	Melissa Liebner Martz
E	Fred Traber - Treasurer	✓	Luann Strickland
✓	Denise Daniello – Member at Large	✓	George Borderieux
✓	Rori Van Nortwick	E	Charlene Walker
			Guests
Legend: ✓=Present A=Absent E=Excused Absence T=Teleconference			

Call to Order:

- Sabrina Peterson, President, called the meeting to order at 5:46 p.m. with a quorum present.

Mission Moment: Jennifer Ivory reported.

Jennifer, director of Care Coordination Resource of Alaska (CCRA), gave the Board some examples of how care coordinators are serving individuals through CCRA. She described several situations in which care coordinators and family members are impacted as caregivers or legal representatives pass away due to COVID. She described the determination, diligence and flexibility needed from the care coordinators in these cases, and the gratefulness of the clients as our care coordinators step in and resolve difficult challenges.

Agenda:

- Sabrina called for a motion to adopt the Agenda. Denise Daniello moved to adopt the Agenda, and Rori Van Nortwick seconded. The motion passed unanimously.

Minutes:

- Sabrina called for a motion to approve the September 15, 2021 Minutes. Jill Simek moved to approve the Minutes, and Rori seconded. The motion passed unanimously.

Committee Reports:

Finance Committee: Jill Simek reported.

- The Finance Committee met October 19, 2021.
- The Committee met with Kurt Marten of Leonard & Martens to look at the performance of the ARA Investment Account. Kurt gave insight into the market and ARA's investment strategy which is conservative and performing well.
- The Committee believes there will be a rising need to harvest cash from our investment accounts for building maintenance and recommends long/short term review for future care of the Anchorage ARA building.

Fund Development Committee: No report.

- The Fund Development Committee did not meet.

Governance Committee: Sabrina Peterson reported.

- The Governance Committee met September 14, 2021 and October 26, 2021.
- The Committee discussion included:
 - Members who did not complete the three-year term, what type of members to target in the future, and looking to personal contacts of Board members to identify candidates.
 - Orientation and training of new and current Board members.
 - Insight into services our Care Coordination Program is providing.
 - Other ways to work with members and brainstorm.
 - Review of the Governance documents.

Program Committee: Denise Daniello reported.

- The Program Committee met September 29, 2021.
- The Committee discussion included:
 - Type of services ARA provides.
 - Sharing information with Board members.
 - Recommendation that the Program Committee forward information to the Governance Committee for inclusion in Board training, and scheduling Care Coordination highlights for the next regular meeting.
 - New Board member orientation.
 - Recommendations as drafted are attached to these minutes.
 - Took notice that it is Alzheimer's Awareness and Family Caregiver month.

Executive Committee: Sabrina Peterson reported.

- The Executive Committee did not meet.

Executive Director's Report: Sabrina Peterson reported.

- Pam supplemented her written report with the following items:
 - ARA received Notice of Examination from the IRS on our 2019 form 990 and engaged BDO to represent us.
 - Juneau move is complete. GCI phones are being installed.
 - We did receive the Alzheimer's Disease Program Initiative (ADPI) grant from the federal government. It is a 36-month demonstration project that will be focused in the Matsu. We are in the six-month planning period to develop the workplan currently. We will bring the lessons we've learned forward and test them in a three-year project. Sheila Shinn, former University faculty, is serving as the project manager and is well acquainted with the service providers and needs in the Valley where she resides.
 - There is a need to increase the dollar amounts for open position ads.
 - There is a need to discuss Health Insurance Benefits to employees.

Old Business:

New Business: Kay Papakristo Reported.

- ARA Education Department Overview (see presentation attached)
- The Board recommended Pam investigate staff thoughts regarding the Health Benefit options. Rori moved to give Pam authority to adopt the benefits plan she concluded least disruptive for our employees. George seconded and the motion passed unanimously.

Announcements: None

Adjournment:

- Jill made a motion to adjourn the Board meeting, and Rori seconded. The Board meeting adjourned at 7:59 pm.

Respectfully submitted,

Melissa Saulnier

Melissa Saulnier
Executive Assistant