

## **Homer Senior Center Board Meeting Minutes**

**March 17, 2026**

**I. Call to Order** – 4:00 pm by Shirlie Gribble

**II. Quorum Established** – Present: Shirlie Gribble, Martie Krohn, Jen Hankins (via Zoom), Bill Hand,(via Zoom), Colleen James, Jane Dunn (via Zoom)

Executive Director: Sarah Weideman.

Absent: Mike Kennedy

**III. Pledge of Allegiance** – Observed

**IV. Approval of Agenda** – Motion by Colleen James, seconded, approved unanimously

**V. Approval of Minutes** – Motion by Martie Krohn, seconded, approved unanimously

**VI. Public Comments (3 minutes each)**

- None

**VII. Resident Council Minutes**

- Executive Director reports that they were not available at the time of the meeting.

**VII. Executive Director's Report** – Sarah Weideman

- Focus remains on stabilizing the organization. Major milestones of the FY24 financial review, including minor updates to the disclosure language. Ongoing investigation coordination with the FBI and the criminal investigation division of the IRS. We continue to review additional historical documents of FY24, further discrepancies have been identified. Working with FBI Investigators we meet with tomorrow
- The most pressing issue within the organization is financial stability, and a full cost analysis of our services (including The Terrace Assisted Living, Independent Housing, and Senior Center) has now been completed. The Board of Directors and ED will review the findings on Saturday, March 14<sup>th</sup> to determine rate changes to assisted living services. For context, these rates have not seen meaningful adjustments in many years and no formal cost analysis supporting prior pricing structures had previously been identified
- Grant funding remains limited and inconsistent while operating costs continue to rise. The largest operating costs include our payroll – of which care staff expenses (Resident Assistants, Certified Nursing Staff, etc) account for over 50% of payroll.

Another significant expense in the upcoming year is over a decade of deferred maintenance have increased overall costs beyond where they should be today.

- We are also working to bring HSC into compliance with the State of Alaska. Many of these requirements were not consistently followed in the past decade and correcting those requires both time and staffing resources.
  - The ED understands there have been a lot of concerns about changes and rules and expectations, however these changes are necessary to ensure compliance accountability and the long-term vitality of our organization. Operating a facility like HSC requires adequate staffing for direct care and for administration compliance, reporting and operations.
- Critically, in many cases, staff have been filling roles that could otherwise be supported by volunteers. The ED stressed without sufficient volunteer engagement, this increases payroll cost and further strains the organization. Core assisted living services such as housing, meals, and care remain stable, many of our programs that enhanced the quality of life are not funded for standard servicing packages for grant programs. Activities enrichment programming and community-based reports relied heavily on donations of volunteer support, both of which are lacking from the community at this point. Without increased community involvement these programs will remain limited. These are the services that bring connection, purpose and joy to our residents and cannot exist without the support of a broader community.
- Planned progress on the elevator modernization project has been delayed after multiple emergency boiler repairs. These repairs were required to maintain heat in this building and others, costing roughly about \$30,000 for this past month. That used funds that had been set aside for elevator modernization. While the elevator remains operational, modernization is still needed. Grant applications have been submitted to help offset this cost. Timeline remains uncertain; however, we are required to complete this modernization with the State of Alaska to remain in compliance.
- Despite challenges, staffing is stable. We are building a stronger operational foundation for the future.
- We are in the process of applying for the Rural Health Transformation Program grant, which is a five year program that could assist with our building maintenance repairs. We have a proposal built for a five year plan, however, we are in a holding pattern until formal applications go live. We have submitted a LOI but the RHTP is a

brand new grant and they are changing guidelines as they receive public input. ED was able to create a plan, submit an LOI, in a little over a week once the LOI window opened.

#### **X. President's Report – Shirlye Gribble**

- The Board President urged membership to encourage their friends to join. We are in need of volunteers – an example given was that the Porcupine Theatre offers movies to residents of the Terrace but in order to safely bus residents we need two volunteers minimum. Staff cannot leave the premise to maintain proper staffing levels for care. Shirlye reminded folks that volunteers will need to undergo a background check, which they can do so online through HSC's online volunteer sign up form.
- Other ways to help HSC:
  - We want to reach the broader span of the community with our services, including lunch services.
    - Lunch menu's are posted on a monthly basis on our website and through social media
  - The board is trying to put together fund raisers.
  - If you know someone who wants to donate directly to the repair of the elevator, we are looking for donors. The entire approximate cost to repair the elevator is \$200,000.
- Shirlye stressed that “You are our conduit to the broader community.”

#### **XI. Treasurer's Report – Colleen James**

- Sarah went over what we know so far financially. Colleen hasn't reviewed 2024 yet, but 2025 is in the works.
- ED is working on large grant with state of Alaska (RHTP)
  - Sarah has also applied for many smaller grants.

#### **XII. Conflict of Interest – None reported**

#### **XIII. Unfinished Business –**

Membership and volunteers: You can join at 18 years of age.

#### **XIV. New Business**

1. Proposed By-Laws changes Section 1:B
  - Looking at proposed bylaw changes for BOD

- Current: Board shall be made up of 9 regular and associate members who shall be elected for term of 3 years. 3 members elected each year. All members must be a resident of AK lower KP, south of Ninilchik. At least 3 members must be over 55.
- Proposed Changes:
  1. Board shall be made up of no fewer than 6 members and no more than 9 regular and associate members. Term of 3 years.
  2. Directors shall be elected on a staggered basis so that approximately  $\frac{1}{3}$  of the board is elected each year when the board consists of 9 members.
  3. Residency requirement: Same
  4. Section 1:B Continuation of directors in the absence of candidates: “if at annual meeting of the membership, there are insufficient qualified candidates nominated or elected to fill one or more of the positions on the board of directors, the director currently serving in those positions may continue to serve beyond the expiration of their term limit, until a successor is duly nominated and elected or the position is filled in accordance with these bylaws.
    1. Directors continuing shall retain full authority and responsibilities of their position during the interim period.
    2. Such continuation of service shall not extend beyond 1 year beyond the expiration beyond the director’s original term. This would have to be voted on by the membership.
  5. There was discussion about changing the residency requirements for board members, due to certain granting organizations suggesting we are limiting our pool of prospective board members. Community member voiced that the residency requirement is good because it retains the existing culture of community. Other community members voiced that there may be good candidates from outside the community who are interested in moving here who would be good candidates. Board Member Jen Hankins suggested a majority of local board members and a percentage that are not. Board Member Jane Dunn suggested that any outside board prospects be subject to board approval. Further discussion of attracting younger members to the

board, including high school seniors with service hours due, along with clarification that depending on the number of board members the number necessary for quorum would shift (ex: 6 members would require 4 to make quorum).

- A reminder that the Annual Membership meeting is May 21<sup>st</sup> at Homer Senior Citizens Center.

## **XV. Committee Reports**

- Finance, Grants & Funding – Colleen already covered
- Policy & Quality Assurance – Shirlie Gribble: Working on a final draft of board governance policies. Duties, on-boarding and mentorship of new board members. This has never existed in the past. This will be a living document that can change over time. Will be ready by May 21st.
- Membership & Nominating – Jen: We have 1 application and another very interested who is still filling out their application. Aspen Walle (in audience) is interested too.
- Fundraising – Shirlie: Easter Brunch on Sunday for the community. Information is on the website. There are silent auction items that will be on-site to bid on. There is a Mother’s Day brunch incoming as well that we are sourcing silent auction items for to host both in-person and online.
- Community Advisory – Jane - Has been talking to folks around the community about what HSC is doing. She would like to connect with Nona to collaborate regarding donations. Porcupine Theater wants to resume movies for residents.
- Building Maintenance – Bill Hand: Making plans to meet during the coming month to discuss plans
- Gaming – Shirlie Gribble: None
  - Sarah W: Annually we have to do a gaming report and during this report there were discrepancies noted starting from 2024. We should have started 2025 with rollover funds, however, prior gaming reports do not reconcile with bank statement balances and it was determined that money was not recorded correctly by the prior administration. The State is willing to work with us and they are not going to take away our gaming license. We are currently in good standing with them for gaming fees this year.

## **XVI. General Public Comments**

- A member, Stan, expressed frustration at the lack of engagement from the larger community contributing to HSC. Mentioned his monetary contribution to the Friendship Terrace and also in-kind donation of DVD players. Also asked that HSC look at increasing marketing, public exposure, and asked for a reminder to members when their membership is running out.
- Another member, Nona, thanked HSC for doing triage and for Sarah W. for getting the organization out of quick sand. Also inquired if the admin had submitted to RHTP. Reminded folks that organizations won't hear back until mid-April on if they will be selected to submit grant requests.
- Another member asked if the proposed bylaws will be posted on the website. Board President Shirlie responded in the affirmative.
- A community member, Rita Turner , who had applied for a position on the board and met with board members, read from a letter expressing her regret she is not available to continue her application due to a family medical emergency. She also asked for clarification if there is a contingency plan for evacuating residents from the second floor in the Terrace (yes, there are chair lifts), she also expressed concerns about the elevator bidding process to make sure that HSC was following proper bidding protocols for non-profit entities (yes, HSC is doing so) and that in her experience access and communication to HSC administration was limited during the recruitment process and she found this concerning after her years being on multiple previous non-profit boards this raised a red flag.

#### **XVII. Board Comments**

- none

**Moved to Informal Meeting/executive session for discussion.**

**XVIII. Adjournment** – Motioned to Adjourn and seconded, meeting adjourned after recording had ended.

**Minutes by Jane Dunn, Board Secretary**