Homer Senior Center Board Meeting Minutes
August 20, 2025

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

II. Quorum Established – Present: Shirlie Gribble, Janice Todd, Jen Hankins, Mike Kennedy, Bill Hand, Tiffanie Story
Executive Director: Sarah Weideman.
Excused Absent: Kolby Bayless

III. Pledge of Allegiance – Observed

IV. Approval of Agenda – Approved unanimously

V. Approval of Minutes – Motion by Jen; approved unanimously

VI. Appointment of Colleen James to fill Sharm Setterquist's seat, to the Board – Motion by Jen; approved unanimously

VII. Public Comments (3 minutes each)

- No public comments

VIII. Resident Council Minutes

- Residents generally satisfied with food; requested more baked potatoes, would like an evening snack tray that goes around at 8pm.
- Interest in adding more weekend activities, a trip to the secondhand store and different area for watching movies (will be using ADS with a bigger screen).
- A couple people had work orders for repairs.

IX. Executive Director's Report – Sarah reported on:

- Assisted Living is at full capacity with wait list.
- ADS will remain closed this fiscal year due to staff shortages, with a long-term plan to reopen.
- Volunteers are desperately needed.
- Staffing continues to be a problem, especially for direct care roles.
- Kitchen and Maintenance are fully staffed, with janitorial almost fully staffed.
- Direct Care staffing roles are lacking.

- Losing staff to the hospital with better benefits and pay.
- Independent Housing units are being brought up to maintenance standards before moving in new residents.
- Closed July out with net loss due to payroll shortages.
- Started new year for Insurance.
- Still playing catch up for all that has transpired in the past. Once caught up, we will be breaking even.
- Doing leadership trainings.
- Strengthening Grant Funding efforts, which will be a struggle with previous grant fraud.
- Will need HVAC and roofing repairs.
- Will be developing an ADS services plan.
- Signed final agreement with IRS for payment plan.

X. President's Report – Shirlie expressed appreciation for the progress we have made, yet we are still not financially stable and it will take time to make the changes necessary to get to where we need to be. Please have patience while we work through this, it could take 3-4 years. She is happy with the current kitchen staff and food being produced. We have been in discussion on how to retain direct care staff as we think outside the box to make HSC an attractive employer to current and potential staff, could HSC find a partner to provide childcare? We have some wonderful staff currently and we don't want to lose them. We need to be creative to find ways to retain staff and obtain more needed staff.

XI. Treasurer's Report – Janice has worked with the Homer Foundation to get a concise report of our funds being held there. We have about $130k in two funds. One is the agency fund which is the money that HSC put in at $115k. The second is the designated funds which are what others have donated, this account is at $16,356. Each year there is a percentage which we can withdraw. This year that amount totals approximately $400. Janice recommends that we create a policy that states we withdraw the maximum amount each year. This will grow each year the longer the fund is in operation. We are earning 6-8% interest rate. The board had discussion around whether to take our option of the money each year. It was decided not to take the money this year. This is being left as unfinished business to discuss again next year.

XII. Conflict of Interest – None reported

XIII. Unfinished Business – George Washington University lost their funding for helping us with onsite inspection and grant procurement.

XIV. New Business

1. **Approve Alana Greear's resignation** – Motioned by Bill, passed unanimously.
2. **One board seat is open to fill Alana's 2 year remaining seat** – need to post this on website.

XV. Committee Reports (set up new committee chairs as follows)

- Finance, Grants & Funding – Janice Todd: Defined Homer Foundation funds, working on a flow sheet for money coming in and going out for the board, creating tools for to evaluate our fiduciary responsibility.
- Policy & Quality Assurance – Shirlie Gribble: None
- Membership & Nominating – Tiffanie Story: Our committee met on the 12th to discuss filling the newly vacated board seat by Alana. Talked about creating a monthly Lunch n Learn.
- Fundraising – Jen Hankins: Discussion about sending out an outreach newsletter.
- Community Advisory – Kolby Bayless: none
- Building Maintenance – Mike Kennedy & Bill Hand: Mike expressed no records for building layout. Not sure what to do when there is no money for improvements. We are in constant emergency mode for repairs, and we are not able to get ahead of the repairs currently. **Discussion:** It was suggested that we need a list of needs for grant applications. It will be 1-2 years of being in this current state until we have the records needed. Much of what is in the building is just being maintained for the time being until we are in the position to replace and update much of what is currently in the building. We will ultimately need to plan a Capitol X program to replace much of the building. Consider creating a plan for what this committee will be doing going forward so that we are not in this position of deferred maintenance again. Bill suggested time could be donated to do some of the projects. We should check with the city clerk, borough or fire marshal to see if blueprints for the building may be on file there.
- Gaming – Shirlie Gribble: Took the gaming test and passed!

XVI. General Public Comments

- Cleaned the roof on Bartlett Terrace and it is much appreciated.
- Nona with the Commission on Aging, Centenarians will be honored on September 22nd. Homer has at least 2 and would we like to participate in honoring them?
- Nona with The Commission on Aging will be interviewing Interesting Alaskans to celebrate them.
- We could create a lunch at the HSC for celebrating the Centenarians and Interesting Alaskans on the 22nd.

XVII. Board Comments

- Tiffanie took a class on Roberts Rules of Order and the Secretary's role on the Board through Jurassic Parliament. It was informative and will share notes from this class.

XVIII. Adjournment – Motioned to Adjourn by Tiffanie, meeting adjourned at 4:55pm.