

**Active Seniors, Inc. (ASI)**  
**100 Harvest Street, Salinas, CA 93901**

**Thursday, June 5, 2025**

**BOD Meeting Minutes**

**CALL TO ORDER:** 1:04 P.M.

President Whitlock

**ROLL CALL/Confirm Quorum**

Secretary Beck

President Whitlock, 1<sup>st</sup> VP Reynolds, 2<sup>nd</sup> VP Evans, Secretary Beck, Treasurer Higgins, Director Hirasuna, Director Ruggieri, Director Mraule, Director Piekarski present.

Director Doolittle, Director of Finance McGregor absent.

Presenters Margaret Neal Facilities Use Chair, Jim Tripp Webmaster, Dwight Freedman IT and Membership and Communications, Rev. Deacon Donna Elder-Holifield Sunshine Health Chair present. Visitors Karen Towle and Ellen Hu.

**Approval of Minutes**

**May 1, 2025, BOD Meeting minutes.** One correction noted. **Sera Hirasuna/ moved/2<sup>nd</sup>/Passed.**

**OFFICERS' REPORTS**

**A. President's Report**

**Whitlock**

- I.** Executive Committee Report (May 27, 2025)
  - a)** Benches and Awning (Doolittle), awaiting recommendations
  - b)** May 30, 2025, Kitchen Strategic Meeting (Agenda item 6b)
  - c)** Other topics for Ad Hoc: Bids Policy, Recognition of Long-term Service to ASI members, need for legal support.
  - d)** June 13, 2025, Happy Hour for Board and Spouses, Patria Restaurant, 228 Main Street, Salinas, base of Salinas Arch, 4:30 PM (Host is Secretary Beck)
  - e)** "Bob's Bagels", ASI members semi-monthly share.. Interest in Evening Potlucks.
  - f)** Every July, ASI Policies need review (Agenda, NEW BUSINESS A).
- II.** Board Training May 23, 2025, at Community Foundation for Monterey County, 945 So. Main Street, Ste. 207, Salinas, CA 93901. Third session scheduled for August 22, 2025, at the Harden Foundation, 1636 Ercia Street, Salinas, CA 93906

**Whitlock**

**B. 1<sup>st</sup> VP Reynolds**

- a. Ant Eradication has been completed.
- b. For Committee Chairs and members with issues, please present them to the 1<sup>st</sup> VP first.

**C. 2<sup>nd</sup> VP Evans**

- a. The next **Special Event** is June 27<sup>th</sup>, 3:00 – 4:30 P.M. Members Thank You Pizza and Beer. Posters are up and in the newsletter. 1<sup>st</sup> VP Reynolds is the point person. Board members to serve as volunteers and clean up afterwards.
- b. Nominating Comte. “Meet and Greet” has been rescheduled for the August BOD meeting. Next Nominating Comte is August 11, 2025, at 10:30 A.M.

**D. Secretary Beck**

- a. Thank you letter for donation from Theta Pi Chapter of Delta Kappa Gamma Society sent.
- b. Presented to the board, the **BOD Minutes and Agenda Procedure**, approved by the Executive Board May 28, 2025. Dates following BOD meetings to get agenda items to the Secretary were noted and any late items could be amended to the agenda the day of the BOD meetings. Going forward, future Minutes will have **Approval of Agenda** listed in each agenda. Hard copies of the procedure were distributed. A copy to be filed in the Procedures File.

**E. Treasurer Higgins**

Kathleen Vo is training to assist Christina Higgins in the treasurer’s duties.

**Old Business**

- A. Disposition of Popcorn Machine. **Move to dispense with machine, Hirasuna moved/2<sup>nd</sup>/passed.**
- B. Board Approved Portable Cook Stove Purchase. The host offering the popular Italian Cooking classes, who sought the purchase, chose to end the activity. The purchase has been **cancelled**, reports 1<sup>st</sup> VP Reynolds.

**New Business**

- A. Annual Policies Review each July. Sera Hirasuna and 2<sup>nd</sup> VP Evans volunteered to help the Policies and Procedure Committee. **Whitlock**
- B. Kitchen Strategic Planning Meeting May 30, 2025, written synopsis by Robert McGregor shared with the board. Sixteen members attended including Lionel Gill and Michael Gaines and various board members. #3 “Calibrate Ovens Thermostats” is covered under on-going maintenance protocols and will be performed in the next few months. All others were recommendations. No motions made. **Evans**
- C. New Member Orientation is scheduled for June 27, 2025, 1:30 to 3:00 P.M. Presentations by the President, various Activities Leaders, and Jim Tripp’s video highlight the event. It

precedes the Members Thank You Pizza and Beer Special Event. Liz Kensinger helping to plan the event.

### **Special Officer Reports**

**a. Director of Finances**

**Evans for McGregor**

Excel Sheet shared for income and expenses Jan. 1<sup>st</sup> to May 31st, 2025. Insurance double-paid and awaiting rebate. (Admin Costs). DA Davidson Account balance continues to grow. Only the interest is available for rare, BOD-approved expenses.

**b. Director of Office Operations**

**Evans/Whitlock**

Still need volunteers to do office shift once a month, including board members. Call to limit number of people in the office at one time to business only. Officers are available outside the office as well.

**c. Director of Tours**

**Whitlock reported**

- i) Tentative Tours 2025-2026 handed out.
- ii) UC Santa Cruz Arboretum Tour cancelled. Buses too large for the roads.

### **Committee/Activity Reports**

**a. Activities (Hirasuna)**

**1) Previously approved events**

- i) **06.27.25**, Friday, 3:00 to 4:30 P.M. **PIZZA AND BEER Members Thank You.** Board members to serve the volunteers. Gerry and Board to clean up.
- ii) **06.14.25**, Saturday 8:00 to 10:00 A.M. **PANCAKE BREAKFAST AND CAR SHOW FUND RAISER** (for new projects).
- iii) **08.19.25**, Tuesday, 5:00 to 8:00 P.M. **Summer Dance** DJ and dancing. Eliz. Birkeland involved with the silent auction. Seeking donations (wine, soaps, eye masks, plant baskets, gift cards for dining, etc.) for the auction.
- iv) **11.08.25**, Saturday, 12:00 to 4:00 P.M. **Craft Fair**, 25 tables available, 17 already reserved, at \$25 each. on. Joyce Low (previously with Oyster Trading Company) helping out as well.

**2) New Events seeking BOD Approval**

- i) **Artful Escape**, monthly, 3<sup>rd</sup> Tuesday of the month, 1:30 to 3:30 P.M., maximum 12 participants in the room. Start Date **06.17.25**. \$2 ASI members. Leaders Jo Ann Reynolds, Kathy Gill, Mimi Niesen. **Reynolds moved/2<sup>nd</sup>/approved.**
- ii) **Ping Pong** monthly 2<sup>nd</sup> Friday of the month, First Come/First Served, no signup or registration. Start Date **06.13.25** \$1 ASI members. Leader: Jim Tripp, Friday Bridge to be moved to Room A or B. **Reynolds moved/2<sup>nd</sup>/approved.**

**b. Facility Use (Neal)**

The Executive Committee-approved **Facility Use Policy** was presented for BOD approval. (Evans moved/2<sup>nd</sup>/approved).

- c. Food Distribution (Freedman).** Over 300 boxes given out. Local neighborhood residents utilizing services.. Tina England replacing Loretta Salinas as Co-Leader. Food Bank of Monterey County undergoing yearly audit and will be closed week of June 26th. No food available for distribution. Services to return in July. Members to be notified of the shortcoming.

**d. Membership/Communications/Technology (Freedman)**

As of **06.04.25** ASI Members total: **844**. 141 new members since January 1st. ‘MSC Workshop’ to train office staff. ‘MSC’ gives ASI capability to send text/voice mail/ e-mail shout out to group.

**e. Newsletter**

**Whitlock for Niesen**

June 2025 issue late due to scheduling conflict with Editor.

**f. Policies and Procedures**

**Beck/Whitlock**

**Termination of ASI Member Policy**, approved 5/28 by Executive Comte. brought to BOD for discussion and decision:

- i) #4. Board Review and Hearing, 3<sup>rd</sup> bullet, “Simple Majority of the full BOD to terminate.” **Moved by Higgins/2<sup>nd</sup>/passed.**
- ii) #5. Decision and Notification 2<sup>nd</sup> bullet. “No Appeal to Board Decision” amended. Policy sent back to Committee to effect changes and re-present to Board at July meeting.
- iii) Comte. to address next policies: Non-Member Termination, Sexual Harassment and Ethics Policy. The committee seeks to expand women members on the committee.

**g. Program Speakers/Monthly Luncheons**

**Ruggieri**

June 2025 **Readers Theatre** “O’ California” 4 chairs on stage.

**h. Safety (Piekarski)**

**CPR/AED Training** being offered **08.23.25** \$30 ASI Certification, \$10 ASI information only. Pre-registration and Pre-payment required. Special Event approval in process before Exec Comte and BOD approval.

- i. Strategic Planning (Evans) 1-3-5 Year Plan: Vision for ASI’s future.** “Applied Wisdom for the NPO” 2<sup>nd</sup> Edition, James Morgan, to start the process. Next Board

Training, **08.22.25**, Harden Foundation, 1636 Ercia Street, 93906 (No. Salinas). A short course on Robert Rules of Order and a Social with Spouses afterwards.

**j. Sunshine Club (Elder-Holifield)**

Six cards sent to members. Ellen Hu interested in joining Sunshine Committee.

**k. Technology (Freedman)**

**i.) Special Technology Event, 07.24.25.** Topics: Pass Keys, AI, Windows 10 no longer support 10.10.25. In process, awaiting Exec. Comte approval and Board approval

**ii.) Request for Funds for Technology Equipment:**  
two (2) desk-top computers, additional memory and storage for Office 2<sup>nd</sup> desk laptop, HDMI to USB C Dongle Connectors to allow Apple Computers, Replace several Ethernet cables. Cost Estimate \$3000, **requesting budget for \$3500.00.**  
**Higgins moved/2<sup>nd</sup>/approved.**

**l. Website (Tripp)**

ASI's webpage web server will change **12.01.25**. Currently, VISTA Wix charges \$325/year. Hostinger offers \$36/year x four years guarantee price. Transition will start **08.01.25**.

**j. Status of ASI Flags and Flagpole,** asked by Karen Towle. **President Whitlock** stated flag will be erected this month.

**Adjourned: 02.53 P.M.**

**Whitlock**

**Next BOD Meetings (first Thursday of the month): Jul 3, Aug 7, Sep 4, Oct 2, Nov 6, Dec 4**

**Motions made:**

- (1)** Disposition of Popcorn Machine. Move to dispense with machine, **Hirasuna moved/2<sup>nd</sup>/passed.**
- (2)** New Event, monthly "Artful Escape". **Reynolds moved/2<sup>nd</sup>/approved.**
- (3)** New Event, monthly Ping Pong Play, . **Reynolds moved/2<sup>nd</sup>/approved.**
- (4)** Facility Use Policy was presented for BOD approval. **(Evans moved/2<sup>nd</sup>/approved).**
- (5)** Member Termination Policy: #4. Board Review and Hearing, 3<sup>rd</sup> bullet, "Simple Majority of the full BOD to terminate." **Moved by Higgins/2<sup>nd</sup>/passed**

- (6) Member Termination Policy: #5. Decision and Notification 2<sup>nd</sup> bullet. “No Appeal to Board Decision” amended. **Moved by Higgins/2<sup>nd</sup>/passed.**
- (7) Request for Funds for Technology Equipment (\$3,500.00 budget) **Higgins moved/2<sup>nd</sup>/appro**

**Respectfully**

**Michael Beck**

**BOD Secretary**

**Mtb/sec/BOD**

**06.12.25**

**Board Approved 07.03.2025**

