

Active Seniors, Inc.
100 Harvest Street, Salinas, CA 93901
Board of Director Minutes
September 4, 2025

- 1) **Call to Order:** **1:02 PM** **President Whitlock**
- 2) **Roll Call: (Officers)** President Whitlock, 1st VP Reynolds, 2nd VP Evans, Secretary Beck, **(Directors)** Doolittle, McGregor, Piekarski, Mraule
Absent: Directors Ruggieri, Hirasuna, Treasurer & Director Higgins.
Quorum: Present **Secretary Beck**
- 3) **(Chairs)** Facility Use Coordinator Neal, Sunshine Committee Elder-Holifield, IT/Membership Freedman, Webmaster Tripp

(Guest) Robert Pettit, Loretta Salinas, Shirley Jones, Karen Towle, Virginia Nadler
- 4) **Approval of Minutes BOD August 7, 2025** McGregor/2nd/Approved
- 5) **Amended* and Approved September 4, 2025, BOD Agenda** Evans/2nd/Approved
- 6) **Officers Reports**
 - A) **President's Report** **President Whitlock**
 - 1) Executive Committee: Ad Hoc Committee to evaluate Healthy Snacks **(Gaines)**. Masks ordered for Autumn COVID concerns. See new business items.
 - 2) Board Training session moved from Sept 19 to October 24, 2025, at the Community Foundation of Monterey County, Salinas Office, Corner of Main and Romie, So. Salinas, 1:30 PM – 4:00 PM
 - 3) BOD Happy Hour October 17, 2025, at Bob Whitlock's home, 4:30 PM – 6:00 PM.
 - 4) Room B Beautification Project **(Joann Reynolds)** almost complete.
 - B) **1st VP Report** **Reynolds**
 - 1) ASI Logo update **(Towle/Reynolds)** focus group on-going.
 - 2) Special Events Sign-off Sheet Simplification. A simpler, new template is being developed **(Reynolds/Hirasuna)**
 - C) **2nd VP Report** **Evans**
 - Special Events confirmed Fall Schedule:
 - a) Activity Leaders Recognition Day, Friday, Sept. 5th 1 – 3 PM
 - b) ASI Safety Event CPR/AED Training, Saturday, Sept 6th, 9 AM – 1 PM
 - c) Safe Driver Program, Friday, Sept. 26th, 1-3 PM Member Priority

- d) ASI Potluck Social Event, Saturday, Sept 27th, 11 AM – 1 PM
- e) Readers Theater, Sunday, Oct. 12th, 12 – 4 PM
- (Closed) Nominating Committee meets Sept. 8th, 2025, 2:15 PM

D) Secretary*

Beck

- Six donation letters sent out, 4 of them donating to the Member Activity Assistance Program (MAAF), totally \$280.00.
- The Member Activity Assistance Program (MAAF) committee meets Sept. 12th, 1:30 – 3:00 PM.

7) Old Business

- Bose Array Sound System sale cancelled by owner
- 8-ft long bench approved. Discovered \$300 shipping costs. Bench on hold
- Parking Lot striping and Mural Walls Wash Complete. Many thanks to Humberto Carrillo for his help.
- Convection oven delivered and installed. Test run of four different kinds of meat cooked. Easy to overcook. Though it can act as a warmer, it dries out the food vs. hot water box. The decision was made to withhold payment of the invoice until the kitchen chair, **Lionel Gill**, with input from **Michael Gaines**, has evaluated the oven and signed off.

8) New Business

- VNA Flu Shot Day at ASI October 23, 2025, coincides with ASI Resource Day. 11 AM – 2 PM, Room A. Pre-registration by October 14th, 2025. Bring Insurance card. Unclear if Covid Shots will be available.
- Information on Choking (for members who missed ASI Safety Event Sept 6th), October 3rd, 2025, 1 – 2 PM
- Special California Election, November 4th, 2025, 6 AM to 9 PM. All regular ASI activities and office operations suspended for the day. Office staff will not be required to work.
- Impact of Steadily Increasing Membership*, the discussion on capping membership was closed for now, with the consensus being against a cap. The focus will shift to analyzing detailed membership activity data to inform strategic planning and resource management.
- Non-member participation at Luncheons*, the issue remains unresolved. While a 'member's priority' policy exists and a waitlist system has been implemented on the sign-up sheets, a final decision is needed on how to

handle non-member guests ('plus ones'). It was agreed by consensus that members will have first priority for luncheons per standing policy.

9) Special Officers

A. Director of Finance

McGregor

- Financial Report accepted as present on budget.
- On-going Issue with Parking Lot Automatic Doors (which cost \$25,000). Spoke with Dale's Glass to request Manufacturer Rep to evaluate and fix the problem.

B. Office Operations and Volunteer Support

The office is currently staffed, but there is a need for more volunteers. The board recognized and appreciated the exceptional contributions of the current office volunteers, especially for the reformatted Bulletin Board.

C. Tours

Current list of upcoming tours on-line on ASI website: S.F. Fleet Week Oct. 11th; "Some Like It Hot" Oct. 25th, Mt. Hermon Christmas Concert Dec. 19th, Neil Diamond "A Beautiful Noise" Jan. 3rd, 2026.

10) Committees/Activities

A. Activities

- The Executive Committee approves Special Events. Any changes to on-going/recurrent activities require BOD approval.
- With the flare of COVID, concern for health restrictions may be warranted for Special Events. In that case, a proxy vote by the Executive Committee closer to the date of the event could take place (e.g. Senior Driver Education Class).
- Rita Goel wishes to add a second day for Card Play Activity. Since it is an activity, it will need BOD approval. If a new or expanded activity conflicts with an existing one, the proposer must first obtain permission from the leader of the current activity. Will need a specific proposal for the day and an assessment of its impact on other activities.

B. Food Distribution/Membership/IT

Freedman

- 300 bags of food distributed. Need to replace worn-out wagons.

- 935 members, 226 since Jan 1, 2025, generating \$24,381.
- Dwight Freedman is resigning from Food Drive January 1st, 2026, but will continue in his other capacities. A new co-chair with Tina England will need to volunteer.
- MCS generating Numbers of Specific Activities participants and income, to share with BOD and Activity Leaders henceforth.
- Pattern of non-renewals: 2023-123, 2024-126. If members can't get into activity, they go elsewhere.
- August Tech Assistance Program-10 attendees. BOD Yvonne Mraule attended LOAVES AND FISHES Tech program, learned how to identify AI-generated fake pictures.
- A glitch in the office's Finance Computer was discovered and repaired.
- New Square Card Reader installed and working perfectly.
- Epson Printer repair still pending.
- Phone System Upgrade to Two Lines—Comcast provided quote to include two base stations and three wireless Poly phones. Decision *tabled one month* to present to the Executive Committee and then the BOD for final decision.
- A special Access Program that downloads from Square and generates a report for Quicken has been created, simplifying reconciliation process.

C. Newsletter

Niesen

- September edition 8 pages. Demand for Hard Copy/Printed copies required 100 additional hard copies printed. Also available on ASI's webpage.

D. Policies and Procedures

Beck

- Behavior Standards for Members (to replace Sexual Harassment Policy) in progress.
- Bylaws Amendments for Executive Committee Powers written and sent to Executive Committee members for consideration. Hope is to have BOD approval before December Annual Membership Meeting to present to the members.

E. Programs

September 2025 Luncheon Speaker: Prof. Ruben Mendoza, CSUMB, "Local Anthropology/Archaeology."

F. Maintenance*

Doolittle

- 1) Room A shelf installed
- 2) Filters changed and written procedure hard copy in vicinity
- 3) Gate solar light missing and needs to be replaced
- 4) Quad Outlet to be installed September 18th

G. Sunshine Committee

Elder-Holifield

9 cards sent to members: Debbie Farmer, Maria Pritt, Rosa Silva, Richard Riehle, Sera Hirasuna, Kay Micalazio, Kay Wallace, Eleanore Gutierrez, Robert and Lynette McGregor, Laura Papac

H. Webpage

Tripp

- 1) Alaska Tour Trip pictures on the webpage
- 2) 75% viewers new, 25% repeat, 700 visitors/month
- 3) Changing over to new Host Provider \$30/year.

Adjournment

2:42 P.M.

Whitlock

Respectfully,



Michael Beck, BOD Secretary

MTB, secty 10.06.25

Approved: October 2, 2025