

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

Board of Directors Minutes
Thursday, November 6, 2025

1) **Call to Order:** 1:00 PM **President Whitlock**

2) **Roll Call:** President Whitlock, 1st VP Reynolds, 2nd VP Evans, Secretary Beck, Treasurer Higgins (1:05), Director of Finance McGregor, Directors: Hirasuna, Mraule, Doolittle, Director Ruggieri (1:10). Director Pieraski absent.

Quorum Present **Secretary Beck**

Chairs: Facility Use Coordinator Neal, IT/Membership Freedman, Webpage Tripp, Sunshine Committee Elder-Holifield.

Guests: Karen Towle, Dan Ipson, Tina England, Kay Wallace, Robert Pettit, Virginia Nadler, Leslie Wilson

3) **Approval of October 2, 2025, minutes** (Hirasuna/2nd/Approved)

4) **Approval of November 6, 2025, Agenda** (McGregor/2nd/Approved)

5) **OFFICERS REPORTS**

A) President's Report **Whitlock**

- Recognition Dinner cancelled per Mrs. Jones request.
- Room B “Aesthetic Upgrades” Project continues with chair rail being built to protect wall. Ad Hoc Committee (Stephen Doolittle, Gerry and JoAnn Reynolds, Kathy Gill, Mimi Niesen).
- Election November 4th, a team of 15-17 ASI volunteers ran the polls successfully. First Tuesday, June and November, State Elections scheduled for 2026.
- The Executive Board is investigating “Rolling Partitions” to separate concurrent activities and reduce noise.

B) 1st VP **Reynolds**

- Special Events Sign-off Template complete. Fillable form to be available next week.

C) 2nd VP **Evans**

- There are no approved special events. December 13th Ukelele Concert awaiting approval by Executive Committee on November 25th meeting..
- The Nominating presents the slate for nominees for the coming election, January 2026: Gerry Reynolds, Linda Evans, and Witold Pierarski, to serve a second term, and Kay Wallace, Dan Ipson, and Laurie Gerlotti to begin a first term. They join Directors Doolittle, Beck and Mraule who continue on the board.

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- Friendship Dinner, Invitation Only, November 26, 2025, at ASI. Invitation Applications available at the office. Limit 25 participants.

D) Secretary **Beck**

- Thank you to Jim Tripp for donating the sitting bench outside ASI. A donation letter to follow.
- November 4th Elections smooth and enjoyable for 17 volunteers who over three shifts covered the 16-hour day. Thanks to all, and especially my co-inspector, George Niesen, showing me the ropes and Bob Whitlock and Gerry Reynolds who helped set up and close. Kudos to Gerry getting the broken-on-arrival steel cage back together.

E) Treasurer **Higgins**

- Kathleen Hu on vacation.
- 2025 Treasurer Higgins stepping down as Treasurer at end of year.

6) Old Business

- 2 Business Line Phone System Purchased. Training November 12, 9:00 AM – Noon. (**Freedman**), discovered to be on-line training.
- Kitchen Ordering (Whitlock) still haphazard. Lionel/Bob Whitcraft/Shirley Jones still intermittent ordering. Seeking a volunteer to take on the task.
- Epson Printer returned from Repair Shop unfixed.
- MBS lease Commercial Grade Laser (**McGregor**) Copier up and running smoothly in its place.

7) New Business

- Motion made to adopt Member Assistance Fund (Policy/Process/Application). This adaptation will be basis of Pilot Project for 2026. Some board members entertained expanding items covered in the future. Motion passed. (**Beck/2nd/Approved**) 8 for/2 against/one director absent. Confidential Applications will be available at the office.
- Motion made to make the Membership Assistance Fund Committee a Standing Committee going forward. Motion passed. (**Beck/2nd/Approved**). Current Ad Hoc committee members have committed to remain through 2026, **Kay Wallace** as chair.
- Motion made to adopt Recognition Policy. Motion passed. (**Beck/2nd/Approved**).
- Motion made to Adopt ASI Bylaws Amendments before presenting to general membership for final approval January 25, 2026, General Membership Meeting. (**Beck/2nd/Approved**).

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8) Special Officers' Reports

A) Director of Finance

MacGregor

- Bob McGregor reconfirmed he would serve one more year as Treasurer. He announced his intentions in the November newsletter as well. Will be training replacement on Quicken Books when replacement becomes available.

B) Office Operations and Volunteer Support Evans

- Quarterly Office Staff Meeting, November 12, 2026.
- Schedule to volunteer to cover office now On-Line. President and 2nd VP get paper copy of "I Volunteer" program weekly.
- Three times this year and most recently last week, building was left unsecure, with a window open. Need to be more vigilant on that issue.

C) Tours Director

Evans/for Piazza)

- November and December tours sold out; all with wait lists. Flyers will be posted for upcoming 2026 Spring Tours on the wall next to the office.

9) Committees/Activities

A) Activities Committee Chair

Hirasuna

- Craft Faire well-publicized, on KSBW, posters at Star Market and other places. "The Sassy Quilters" have been raffling off a Veteran's Day Motif quilter. Will need help setting up Friday and breaking down after the event. Also seeking male ASI members to be a deterrent to safeguard so many vendors operating on a cash-only basis.
- Some Activity Leaders have requested ASI be closed "longer" over Christmas to give activity leaders a rest. Motion made to change closure of ASI in 2025 to Wednesday, December 24th through Sunday, January 4th. ASI will open Monday, January 5th, 2026. Changes will be reflected on Master Calendar. Motion passed (MacGregor/2nd/Approved).

B) Food Distribution/ Membership/IT

Freedman

- With Federal Government shutdown and non-payment SNAP funds to states, much higher demand for food distribution at food bank distributions. Over 350 bags given, including some ASI members donating their food bags to others in the community needing food. Monterey Food Bank will be allocating 400 bags worth of food in November and December. Due to holidays, ASI Food Drive will be the 3rd Thursday of the month (vs. the 4th Thursday of the month).

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- Membership stands at 975 members. Dues Renewal Notices have been sent out and will repeat next two months via e-mail. On-Line Application of renewal payments now available, but “updated” membership forms are not available as yet.
- New Member Packets are being updated in real time and available.
- Updating 2026 Activities and will need assistance.
- All office computers are up-do-date with Windows 11 and triple updates since.
- Due to the holidays, there will be **no Tech Workshops** in November and December.

C) Programs

Ruggieri

- ASI's 4th Annual Resource Center a resounding success. Thanks to Dwight for Flyers and Publicity, Gerry Reynolds and Bob Whitlock for set-up and take down.
- VNA Flu Shot Event coincided with Resource Day. Though 25 registers, over 60+ received shots and VNA will return for the 2026 Event at ASI.
- Luncheon Programs: Camerata Singers *November* Lunch, Doolittle ASI member contact; Brain Health Program *December 11th*; *January 2026* Introduction of 2026 Board of Directors; *February 2026* “Flying” by Robt. McGregor (ASI Treasurer).

D) Maintenance

Doolittle

- Thanks to Jim Tripp (ASI Webmaster) for donating sitting bench outside ASI. Donation letter to be sent.
- Rooms A & B floors to be scrubbed next week.
- Janitorial Supply Ordering will be assumed by Greg Higgins in 2026.

E) Strategic Planning

Evans

- October 24th, 2025, Quarterly Board Training completed the VISION STATEMENT, based on Membership/Technology & IT, Community Outreach, Operations and Finance working groups. It is different from the Mission Statement and will be used going forward to flesh out a one-year plan at the 2026 Board of Directors retreat January 23, 2026, at Harden Ranch.
- 2025 ASI Vision Statement: To promote, celebrate, and support Monterey County Seniors by providing opportunities to engage in lifelong learning and personal growth.”

F) Sunshine Committee

Elder-Holifield

- Busy month sending out cards to ill and injured members.
- Committee has now expanded to four ASI members, including Virginia Nadler and Christine Higgins, Chair Donna Elder-Holifield (**and ?4th person**).

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- Received a letter from Mr. **Michioke (sp?)** thanking us for how much ASI meant to the family.
- Thanks to Christine Higgins' daughter for new artwork for Sunshine requests for notification of ASI members ill or impaired.

G) Newsletter **Niesen**

- **November's newsletter** going out this week is six (6) pages. Extra copies printed as demand for printed form has risen. In the past, copied at Copy Max. With new Laser Printer, will try to publish in-house.

H) Webmaster **Tripp**

- 1609 hits month of October, 512 new/unique, Point of Information function.
- Most recent Tour pictures posted as well as all approved agendas and minutes for BOD meetings for the year.

10) ADJOURNMENT 2:51 PM **(Beck/2nd/Approved)** **Whitlock**

Respectfully,



Michael Beck, BOD Secretary
Mtb.Secty.11.12.2025

Motions:

- **Approval Minutes/Agenda**
- **Nomination Committee 2026 Slate of Board Candidates**
- **Member Assistance Policy/Procedure/Application Adoption**
- **Member Assistance Ad Hoc Committee adopted as Standing Committee**
- **Recognition Policy Adoption**
- **ASI Bylaws Amendments Adoption** to forward to General Membership for final approval at January General Membership and Elections Meeting
- **2025 ASI Christmas Closure** extended 12.24.25 through 1.4.26
- **Adjournment**

Date of BOD Approval: **.12.04.2025**