

Approved

Active Seniors, Inc. (ASI)

100 Harvest Street
Salinas, CA. 93901

Board of Directors Meeting

Minutes

Thursday, December 4th, 2025

1)**CALL TO ORDER.** 1:00 P.M. **President Whitlock**

2)**Roll Call:** President Whitlock, 1st VP Reynolds, 2nd VP Evans, Secretary Beck, Treasurer Higgins, Directors McGregor, Mraule, Doolittle, Piekarski, Ruggieri (late 1:07 PM). **Quorum present** (absent Director Hirasuna).

Guests: Lionel Gill, Margaret Neal, Dan Ipson, JoAnn Reynolds, Robert Pettit, Karen Towle.

Secretary Beck

3)**Approval of BOD minutes, November 6, 2025** Beck/2nd/Approved.

4)**Approval Amended Agenda, December 4, 2025** Beck/2nd/Approved.

5)**OFFICERS REPORTS**

A) President's Report

Whitlock

- Next Executive Committee Mtg. 12.30.25 2:00 PM (off-site)
- The executive committee is researching options for partitioning the main room to allow for more simultaneous activities.
- A reminder was issued that only the official Sunshine Committee should send "Get Well" cards on behalf of ASI.
- A workshop is planned for select executive committee members and the Director of Finance to work on the budget. The revised budget will be presented at the January board meeting.
- With MSB Laser Printer available, questions raised why contract still with Copy Mat. Motion made to keep all printing jobs in-house. Evans/2nd/Failed 4 yea/6 nay. Current practice of using CopyMat for the approximately 80 mailed copies will continue. It is easier for George Niesen (newsletter) and the cost is minimal.
- Kitchen Planning--A replacement plan for Shirley Jones for kitchen ordering is still pending. A succession plan with "two or three people" was mentioned but not formalized.

B) 1st VP

Reynolds

- Special Events form; current paper format sufficient.
- ASI Logo Ad Hoc Committee (*Gerry Reynolds, Karen Towle, Kay Wallace, Sera Hirasuna*) is reviewing and standardizing ASI oval logo. Goal consistent color and style across all media.

- Solar-Powered Back Gate nightlight (recently stolen). Searching for a motion-sensitive solar light to improve visibility for unlocking in the dark.

C) 2nd VP

Evans

- Upcoming Special Events:
 - ASI Ukulele Free Concert, Dec. 13th, Saturday, 1-2 PM
 - End-of-Year Thank You luncheon for ASI Food Distribution Volunteers, Dec. 18th, following December food give-away.
 - Summer Dance with DJ, August 15, 2026, 5:00 PM
- Executive Committee Agenda Deadline, Dec. 16th.
- ASI Holiday Closure: Wednesday, Dec. 24th through Sunday, Jan 4th. Reopens Monday, Jan. 5th, 2026.

D) Secretary

Beck

- ASI BOD meeting agenda items due Dec. 31st, 2025. Will post agenda in ASI facility January 5th, 2026, when ASI re-opens.

E) Treasurer

Higgins

- no report.

6) Special Officers' Reports

A) Finance

McGregor

- The current financial report format is acknowledged as not being detailed enough and will be changed next year for better readability.
- A \$5,000 insurance policy payment was the reason for a jump in administration office expenses.
- The kitchen oven expense of \$12,000 now appears in September report.
- The trips report shows a year-to-date profit of approximately \$10,000, but the actual profit for the year is closer to \$4,400 due to cash reporting that includes prior and future years.

7) Office Operations

Evans/Whitlock

- 'Online Scheduling.' The move to online scheduling is going well.
- Expected to fully replace paper sign-ups in the next 30-60 days.
- Bob will be the point of contact for issues.

8) Tours

- The King City Silver Kings and Queens" have a new person organizing tours for them who is a travel agent, potentially creating a conflict of interest. Will share this with Sharon Piazza, ASI's Tour Master.

9) Committees/Activities

• Information Technology

Freedman

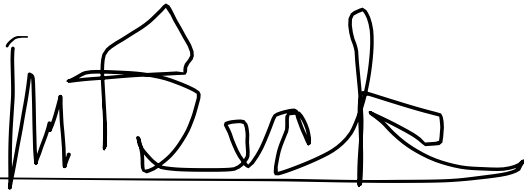
- Linda's desktop computer memory was upgraded from 8 GB to 32 GB.
- Monterey Business Systems (MBS) will be contacted to set up scanning capabilities on the two office desktops.

- **Food Distribution** **Freedman**
 - 400 bags given away in November
 - Gerry Reynolds to assume Food Distribution January 2026.
- **Membership** **Freedman**
 - Current membership, 991 members, 277 since Jan. 1st, 2026.
 - Renewal notices posted on check-in Kiosk. Now able to renew on-line.
 - Updated December Membership list sent out today.
 - 2026 Membership Committee expanding: Darlene Piconi, Cynthia Tsukamoto, Sera Hirasuna in January 2026.
- **Programs** **Ruggieri**
 - **December 2025** “Healthy Brain for Seniors”
 - **January 2026** New Board of Directors Introduction/Tech Presentation
 - **February 2026** Flying with Bob McGregor
- **Maintenance** **Doolittle**
 - Steam Cleaned Rooms A & B. Unable to remove scuff marks.
 - Lock nuts replaced on donated, outside bench and secured.
 - Stephen Doolittle will add friction material to the entrance tiles of the parking lot entrance to prevent slips.
- **Strategic Planning** **Evans**
 - Awaiting a new board to decide what direction to take. No meetings set.
 - Linda Evans and Loretta Salinas are stepping down from the committee.
- **Member Activity Fund** **Beck**
 - Co-chair Kay Wallace will be the first “Wallet” in the pilot project to test the new policy, application, and process.
 - Going forward, the new standing committee will be meeting on the third Thursday every month, Room B, 10:30-noon, starting in January.
 - The committee has grown to 6-7 members and currently has \$1,500 earmarked for the MAF.
- **Safety** **Pieraski**
 - Some September CPR/AED attendants still awaiting certification cards.
 - The 2026 Safety Fair will once again focus on CPR/AED, fire extinguishers, Stroke/Heart Attack/Choking Recognition. Planned for March or April 2026.
 - President Whitlock tasks the Safety Committee to develop a formal policy for “Active Shooter/Fire/Earthquake” scenarios. They are to consult with Police and Fire department and present at the next BOD meeting.
 - The BOD discussed “Evacuation Drills.” Activity Leaders will be assigned responsibility for leading evacuations during their events, including texts and/or emails for head counts. Some activities already utilize “Buddy System,” per Robert Pettit.

- Safety Committee will address non-illuminated exit sign in the kitchen and investigate installing alarms in the bathrooms for an emergency. Gerry Reynolds asks the committee to check other lit 'exit' signs monthly.
- The Board also seeks input from Safety Committee to address "Fraud Issues" and Safety with Shopping.
- **Kitchen:**
 - Motion made to increase Lunch Prices in 2026 to \$15.00, effective January 1st **McGregor/2nd/Approved**. November and December lunches may be higher.
 - Luncheon Sign-up Process was discussed. Long lines hinder clean-up immediately after lunch and may exclude some members. Remains an open issue.
 - The committee will create a menu for the upcoming year.
 - A special Thank You was given to Lionel Gill for all his work with the special Pre-Thanksgiving ASI Friendship meal for 25 members.

Adjourned. 2:19 P.M.

Whitlock



respectfully submitted
Michael Beck, BOD Secretary
MTB/secy/12.10.25

Motions Passed:

Acceptance 11.6.2025 minutes

Acceptance 12.04.2025 agenda

Increase Lunch Prices to \$15.00 January 1st, 2026

BOD Approval: 01.08.2026