

**BOARD OF DIRECTORS MEETING MINUTES FOR  
ACTIVE SENIORS, INCORPORATED  
100 Harvest Street, Salinas, CA 93901  
DATE: February 6, 2025**

1. **Call to order:** 1:00 PM.
2. **Attendance:** Board Members: Bob Whitlock, President; Gerry Reynolds, 1<sup>st</sup> Vice-President; Christine Higgins, Treasurer; and Sera Hirasuna, Secretary; Bob McGregor, Laura Ruggieri, Witold Piekarski, Stephen Doolittle, Yvonne Mraule, and Michael Beck.  
**Absent:** Linda Evans  
**Guests:** Karen Towle, Dwight Freedman, Jim Tripp, George Niesen, Robert Pettit, Loretta Salinas, Donna Elder-Holifield, Margaret Neal, Shirley Jones, and Elizabeth and Brian Birkeland.
3. **Minutes of Previous Meeting(s):** Minutes of January 2, 2025, Board Meeting were approved as submitted.
4. **Correspondence:** None
5. **President's Report:** Bob Whitlock reported:
  - A. The President's 1<sup>st</sup> and 3<sup>rd</sup> Thursday focus group meetings are continuing. The next meeting is Feb. 18<sup>th</sup> 10am-11am.
  - B. The Board had a successful goal setting luncheon last Friday.
  - C. The Executive Committee approved the following members of the 2025 Nominating Committee: Board members Michael Beck; Linda Evans, chair; Bob McGregor; and members Donna Elder-Holifield; and Loretta Salinas. Future meetings will be on the 1<sup>st</sup> Tuesday of the month. The Executive Committee will be responsible for Special Event approvals. Procedures and forms will be distributed to the Board at the next meeting.
  - D. The Bylaws will be reviewed re: inclusion of the Executive Committee duties.
6. **New Business:**
  - A. The Executive Committee approved the use of ASI by Delta Kappa Gamma on Sunday, April 27, 2025, from 1pm -4:30pm for a Special Event, a Zumbathon fundraiser.
  - B. Witold Piekarski, Safety Committee Chair, requested approval for an expenditure of \$3500 to fund a Safety Fair to be held in early spring. The Board moved and approved the funds pending a detailed cost itemization being given to the Executive Committee.
  - C. President Whitlock emphasized ASI's Growth and the challenge to effectively serve more than 900 members. The ensuing discussion included member Loretta Salinas agreeing to be part of a focus/study group. Members Robert Pettit and George Niesen contributed insights.
7. **Old Business:**
  - A. Michael Beck recommended for the calendar an ad hoc committee that ASI be closed on all national holidays. A motion was made, seconded, and approved to accept the recommendation.
  - B. Safety Committee: Witold Piekarski reported that the Safety Committee has agreed that required CPR/AED training for Board members and activity leaders was **not necessary**. In case of emergency, calling 911 is the best response due to ASI's accessible and strategic location. March plans include demonstrations on AED, CPR, and extinguishing fires.
8. **Special Officer Reports**
  - A. Director of Finance Bob McGregor gave his report.
  - B. Director of Tours Report: No report.
  - C. Director of Office Operations. Bob Whitlock reported that the office revamp is almost complete. The ASI file system is being reviewed and updated.

## 9. Standing Committee Reports:

- A. Activities. Sera Hirasuna reported that Saturday Bridge is requesting to play the 5<sup>th</sup> Saturday of the month. A motion was made, seconded, and passed: Bridge can have the 5th Saturday **unless** there is a special event scheduled.
- B. Food Distribution Activity: Dwight Freedman reported 300 bags of food distributed last month with the help of at least 40 volunteers. On Tuesdays, approximately 20 ASI members routinely volunteer at the Food Bank as part of ASI community outreach.
- C. Kitchen: No report.
- D. Technology/IT Committee: Dwight Freedman reported the User manual is complete and available for Office volunteers. Sera Hirasuna and Cynthia Tsukamoto are My Senior Center administrators in addition to Dwight.

We are now connected to "My Active Center," a website link to our My Senior Center. It allows users to go online from home using a phone, tablet, or computer to pay for an event or membership dues. "My Active Center" is now connected to The Square, ASI's credit card provider. Later we will be able to pay by phone and/or online. In the future, we can incorporate luncheons and activities, but not yet. Only members would be able to use this system. There will be no refund if one pays online and doesn't show.

-Members can sign in without their key tag. Advised members to take a photo of their key tag to use.

-Membership update: There are 52 new members since Jan. 2nd. We presently have 940 members.

Workshops We need additional help re: tech assistance for participants.

Notice of absence. Dwight will be unavailable from the third week in April on until further notice.

- E. Website: Jim Tripp reports there were 737 hits (524 new) last month, mostly from Google. He found another company to host our website.

## 10. Standing Director Reports

- a) Sunshine & Health: Donna Elder-Holifield reported that 2 cards were sent this past month.
- b) Facility Maintenance: Bob Whitlock announced Stephen Doolittle is the new Maintenance Chair.
- c) Facilities Use: No report.
- d) Grants: Margaret Neal has written a training manual for grant writing.
- e) Programs/Speakers: Laura Ruggieri reported that February's speaker will be Dr. Chris Hasegawa speaking on the benefits of singing on the brain.

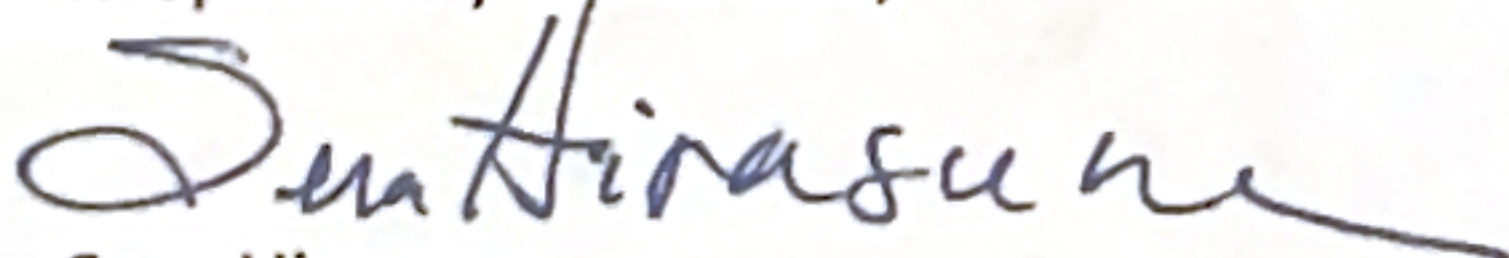
## 11. Additional Items for Discussion (not requiring action): None

Future Agenda Items: None.

**Next Board Meeting:** Thursday, March 6, 2025, 1:00 p.m.

Adjournment: 2:40 PM.

Respectively submitted,

  
Sera Hirasuna

Approved as amended: 3/6/25