1. **Call to Order: 1:00 p.m.**
2. **Roll call:** 
   1. Present: Thad Evans, Bob Whitlock, Lionel Gill, Dwight Freedman, Virginia Yeater, Jim Tripp, Laura Ruggieri, Donna Elder-Holifield, Janet Street, Christine Higgins, and Loretta Salinas
   2. Absent: None
3. **Guests:** Karen Towle, Sharon Piazza, Wayne McDaniel, Michael Gaines, Margaret Neal, Shirley Jones, Robert Pettit, and Brian Birkeland
4. **Minutes of Previous Meetings:** Minutes of the August 3, 2023 Board Meeting were submitted and approved. It was noted that under Additional Items for Discussion: Emergency Contact Numbers for the SPD, the minutes should read Salinas Police Department. The motion was moved, seconded, and approved.
5. **Correspondence:** None
6. **Treasurer’s Report:** Financial report – Christine Higgins gave the monthly treasurer’s report. Accounts are all in good shape and ASI is in good financial status. A Trips Tally Sheet was presented.
7. **Old Business:** 
   1. **City Sidewalk Grant:** Bob McGregor’s written report stated that the application for a city sidewalk grant has been received and must be submitted by Sunday, September 10. Margaret Neal reported that in her professional opinion, that the repair of the sidewalk did not meet the grant qualifications. A discussion followed regarding grants from the Harden Foundation. Margaret Neal will report on the types of grants from the Harden Foundation at next month’s Board Meeting.
   2. **Security Upgrade:** Thad Evans read from Bob McGregor’s report stating that the new cameras are installed. The new cameras have better resolution, especially at night. Searching for and finding old data on the DVR is much easier and faster. AllSafe© does not monitor the cameras but will assist in data recovery.
   3. **Parking Lot Entry Doors:** Doors are ordered and will arrive in approximately 8 to 10 weeks. Bob McGregor suggested we consider closing the facility the day the doors are to be installed. The entire project will take approximately 3 to 4 days to complete. Bob Whitlock reported that Brian Birkeland contacted him regarding changing the entry door doormat to a slip resistant floor tile, for longevity, appearance, and ease of care. Bob will follow up on the proposal.
   4. **Update on Board Candidate Search:** Jim Tripp stated that there will be four Board vacancies for 2024. Presently Jim has three potential candidates. Thad Evans then asked Wayne McDaniel to report on the recommendations from the Nominating Ad Hoc Committee regarding board officer qualifications **(Agenda item 8 under New Business: Board Officer Qualifications).** Wayne distributed the following list of recommendations to the Board.

**Nominating Committee  
Recommendations**

These are our recommendations from our ad hoc committee.

* + - Only current ASI members can make recommendations for potential board members.
    - ASI members should consider recommending board members who have not previously served on the board.
    - All recommendations shall go to the chairman of the nominating committee.
    - A board member nominee should be an ASI member for at least 12 months.
    - A board member nominee should be willing to be an activity leader or a member of an activity or committee.
    - A board member nominee should be willing to serve as a board officer.
    - A board member nominee should be willing to head up a board committee.
    - A board member nominee should attend all board meetings after being nominated.
    - A nominee board member should be proactive and participate in board meetings.
    - A board member nominee should be willing to attend our monthly luncheon.
    - A board member nominee should be willing to assist the president and board with special events, activities, and other assignments.

A discussion followed regarding the terminology of policy, recommendations, and/or guidelines. A motion to accept the Nominating Committee’s List of Guidelines for Board Officer Qualifications was made, seconded, and approved.

1. **New Business.** 
   1. **Board Officer Qualifications:** See above.
   2. **Facility Use Agreements:** The Listening Place Reader’s Theatre has requested the use of the facility on Sunday, October 15 from 12:30 to 3 pm. A $75 donation will be given to ASI for the use of the facility. Request granted.
   3. **MST Proposal ala Legal Services for Seniors:** MST has requested a time slot on a regular basis to explain MST services available to seniors. The board will continue to discuss the proposal next month.
   4. **Membership Event Participation:** Thad Evans presented an analysis of ASI’s Membership participation. The analysis indicates that at least more than half of the members participate in one or more non-lunch activities.
   5. **Begin Review of Policies and Procedures:**
      1. **Start identifying current policies and procedures, including what position is in charge of doing what whenever**Wayne McDaniel will head up this project.
      2. **Begin developing policy for dealing with difficult members**Thad Evans will oversee this project.
2. **Committee Reports.** 
   1. **Sunshine and Health:** Donna Elder-Holifield reported that five get-well cards have been mailed.
   2. **Trips/Tours:** Sharon Piazza related that everyone enjoyed the Mystery Trip to Roaring Camp & Gizdich Ranch and the “Tina Turner Musical.” She reported that 34 have signed up for Fleet Week on Sunday, October 8, there is a waiting list for “Ain’t Too Proud” – The Temptations in November, and “Mama Mia!” on Saturday, December 16 is slowly filling up. 34 people have signed up for the February West Coast Getaway Cruise. Sharon plans to hold a cruise informational orientation for those who have registered and others who might be interested. Date and time to be announced. Sharon and Loyann are working on trips and tours for 2024.
   3. **Facility Maintenance.** Bob Whitlock and Bob McGregor repaired a vent in the kitchen.
   4. **Office Manager.** Karen Towle reported Total Paid Membership Amount is $20,087; Total Paid Membership Count is 712; Total Unpaid Membership Amount is $0; Total Unpaid Membership Count is 0; and New Member Count is 223.
   5. **Publicity Committee:** Wayne McDaniel reported that members of the committee had successfully participated at Senior Day at Monterey County Fair. Several contacts were made.
   6. **Activities & Special Events:** Loretta Salinas reported on the success of ASI’s Movie Night and Sock Hop. The Committee is working on plans for future Movie Nights, a “New Year’s Eve Eve” party on December 30 with an upscale menu, and Game Nights. The next Fruits & Vegetables Distribution will be held on Thursday, September 28 at 11 am. Last month’s distribution was 173 bags. The Committee’s 2024 business plan will be presented at next month’s Board meeting. Laura Ruggieri announced ASI’s 2nd Annual Community Senior Resource Day will be held at ASI on Thursday, October 26 from 1 to 4 pm.
   7. **Speakers:** Janet Street reported that September’s guest speaker will be a representative from the Monterey County Sheriff’s Office and the Scotty Wright Quartet will entertain at the October luncheon.
   8. **Technology Committee:** Dwight Freedman stated that over 72 attended the scam presentation. Dwight is researching a software company that has designed programs specifically for senior centers. The approximate cost of $10,000 could be financed through a grant. He will continue his research and update the Board at the next meeting.
   9. **Kitchen:** 
      1. Michael Gaines submitted a written board report. He would like to have some discussion and brainstorming around setting up a system for volunteers at ASI. Margaret Neal will work on a name, address, and email list of kitchen volunteers.
      2. October Luncheon Reservation Deadline: October 6, 2023
         * 1. Menu: Grilled Chicken Penne Pesto Pasta, Caesar Salad, Garlic Bread, and Tiramisu
           2. November will be Holiday Turkey and December Filet Mignon.
      3. Luncheon Committee: No report.
   10. **Grants.** Margaret Neal will meet with Dwight Freedman regarding a grant application for the “My Senior Center” software program.
3. **Additional Items for Discussion. (Not requiring action):** 
   1. **Membership late fee** – Thad Evans related that the Kings & Queens have a membership dues late fee and a member raffle if dues are paid early. Both ideas will be future agenda items along with a discussion of an increase in ASI membership dues.
   2. **Scam presentation sponsored by Representative Rivas** – Thad Evans told Representative Rivas’s staff member there are no available time slots for the presentation.
4. **Future Agenda Items:** Sharon Piazza will be teaching line dancing at the Aspire Health Plan 10-year Anniversary on October 3 and has permission to distribute ASI information. Wayne McDaniel reminded everyone about the upcoming Alzheimer’s Association presentation on Thursday, September 28 from 1 to 3 pm and encouraged participation in the Monterey Walk on October 7 at 8 am at Custom House Plaza in Monterey. Robert Pettit announced there will be CPR Training on Saturday, September 30 from 8 to Noon at the Elks Lodge. Cost for Members $25, $35 for Non-Members.
5. **The next regular monthly meeting will be Thursday, October 5, 2023 at 1:00 p.m.**
6. **The meeting was adjourned at 3:20 p.m.**

**Respectfully submitted: Virginia G. Yeater**