

ARIZONA SENIOR ACADEMY
MINUTES OF THE
BOARD OF DIRECTORS MEETING
FEBRUARY 23, 2021
VIA ZOOM

Members Present: Peter Backus, Dan Angelo, Sabra Anderson, Maria Dobozy, Gary Fenstermacher, Marcia Neugebauer, Virginia Richardson, Christopher Sheafe, Bruce Wright, Max Fredric Volkmann
Guests: Bernd Brandt, Loran Dake, Suzanne Ferguson, Leah Hewitt, Nelson Hubbell, Bill McCourt, Leslie Nitzberg, David Raby

I Welcome, call to order: Chair Peter Backus opened the meeting at 9:01 a.m.

II Peter Backus, Chair: Agenda Review and Approval of November 20, 2020 Minutes (attachment 1)

--November 20, 2020 minutes were unanimously approved.

III ASA Vice President's Report on Programming: Marcia Neugebauer

--Marcia reported on the ASA Pandemic programming that included 2 webinars a week, averaging 40 computers on the webinars. Spanish and writing classes have been held by Zoom. And an extra class was provided by Dan Angelo on editing photographs. Following the first presentation as a webinar, they are turned into videos, and are placed on the website if permitted by the presenters.

--Marcia received Board support to keep funding Zoom classes with less than 6 participants.

--The music program, run by Leslie Nitzberg has been continued through videos with local, and in one case, national musicians.

IV. ASA Treasurer's report and review of 2021 budget. (Attachment 2): Sabra Anderson

--Sabra described the full 2020 budget, and the draft budget for 2121. Sabra moved, and Marcia seconded that the 2121 budget be adopted by the ASA Board. It was accepted unanimously.

V. Report by ASC President, Gary Fenstermacher

--Gary opened by describing the relationship between ASC and ASA.

--He updated the Board on the status of COVID within the Villas.

VI. ASA President's Report

--Dan thanked the ASA's management team for persevering through this most difficult year.

--He suggested that this pandemic year has moved ASA from a 19th century Chautauqua to 21st century Virtual programming.

--ASA is strictly following Pima County's regulations concerning the pandemic. A plan for several steps in opening the ASA has been developed and will be submitted to the Board for e-mail comment next week. The plan will then be sent out to the ASA members in a week.

--He also mentioned some possibilities for expanding the number of dues-paying members, while still providing programming virtually to non-members as is appropriate for a 501C3 status organization.

--Chris Sheafe mentioned that Dell Webb will be building a small community across Old Spanish Trail; and that people who move there may be interested in becoming ASA members.

Guest Comments focused on vaccinations, and whether we could make sure that everyone coming to the ASA after it opens up has been vaccinated.

The next ASA Board meeting will be held in October or November of 2021. The meeting was adjourned 10:15 a.m.

--Minutes presented by Virginia Richardson

ATTACHMENT 1: Minutes of 11/20/2020 Minutes--Approved

ARIZONA SENIOR ACADEMY Minutes of the Board of Directors ZOOM Meeting November 20, 2020

Members Present: Dan Angelo, Marcia Neugebauer, Sabra Anderson, Peter Backus, Christopher Sheafe, Bruce Wright, Maria Dobozy, Gary Fenstermacher, Bill McCourt, Virginia Richardson, Max Fredic Volkmann

Guests: Loran Dake, Sharon Stetz, Leslie Nitzberg, Nelson Hubbell, Janet Barrett, Neil Kochenour, Ralph Shattuck, Viki Mitchell, Pat Grossman, Tom Travis

I. Welcome, Call to Order: Dan Angelo: Vice-Chair of the ASA Board, called the meeting together at 9:00 a.m.

Re-Election of Peter Backus, Board Chair. Moved by Dan Angelo, seconded by Virginia Richardson, approved unanimously.

II. Peter Backus, Chair of the ASA Board

Agenda Review, and Approval of February 26, 2020 minutes (Attachment 1): Minutes approved without objections.

III. Chris Sheafe: Rocking K Developments

Chris brought the Board up-to date on construction in the Rocking K development, and the completion of the new Valencia Bridge project.

IV. Academy Villas Report: Gary Fenstermacher

Gary described the processes used in the Academy Villas to successfully maintain the Villas as a Covid-free residence.

V. Report from Vice-President/Administration: Bill McCourt

1. Audio-Visual Upgrade: Bill described the changes made in the original plans for upgrading the audio-visual equipment for the Great Room, and its completion. The new ASA emphasis on streaming presentations to the community will be accomplished much more easily with this new equipment.

2. Great Room Renovation: The current seating capacity of 112 is being increased by 27 seats that are being placed in the area that held the old technology equipment, plus an additional room next to it. The hearing loop that was in the ceiling will be placed under the rug on the floor—a much better system for the hearing-impaired.

3. The Irrigation System has been replaced, and landscaping will begin this year, and be completed next year.

VI. Report from ASA Vice President/Programming: Marcia Neugebauer

Marcia presented a set of screens listing the programs prior to Covid lockdown and after. (Attachment II). In the post-Covid lockdown. These include Webinars of lectures that are subsequently placed on the ASA website as videos, and you-tube musical presentations that include both remote and ASA Great Room venues. Some of these presentations have been made in conjunction with SAACA (Southern Arizona Art Council Association).

Several classes have been taught on-line (Spanish and Creative Writing); and ASA is working on a way to draw small numbers of members together to view large-screen digital presentations of art teaching—all within Pima County rules related to the Pandemic.

VII. Financial Report: Sabra Anderson

1. Financial Report: Referring to the year-to-date ASA budget, Sabra mentioned that both expenses are down. Income is down because of a decrease in donations (both resident and non-resident). However, the request for donations goes out in December, and some funds are expected at that time. Expenses decreased primarily because of a total Covid closedown in March. However, an increase in digital use has brought expenses up and in line with the budget. To deal with the initial lack of programming, and the slow start into digital, every member has received the equivalent of one-month's dues to donate back to ASA, receive a check for that amount, or receive one-month dues payment. It turns out that the vast majority of members are donating the money to the ASA. The expenses related to the Great Room and technology renovation will be taken out of the reserve account. (2020 Financial record Attachment III). The budget was approved without objection.

2. The 2021 Budget. The 2021 will be very similar to last year's budget. One question was asked about the new air conditioning system that was completely replaced last year. Sabra indicated that the loan to replace the units is being paid with month amount.

VI. Report from ASA President: Dan Angelo

1. Response to Pandemic. Dan stated that he is proud of the ASA group and their response to the Pandemic. In a sense, the pandemic has taken ASA from a 19th century Chautauqua model to a 21st Century digital approach—one that will carry us into the post pandemic time. However, it has been difficult, during this time, to carry out other plans such as

expanding our relationships with local institutions such as the University of Arizona and the Vail Public Schools.

2. Update on Plans to Reopen. Dan described the work of the Blue-Ribbon Committee on Reopening plans. The report listed three stages in reopening—each following state guidelines. It is, of course, not set in stone; for example, if the vaccination comes through and is successful, the plans would probably be revised. When ASA is fully reopened, some of the digital elements that have been set in place at this point will be continued—such as videos of the presentations.

A suggestion was made that a subscription service could be set up for non-members to take advantage of the videos. This would be a source of additional revenue for the ASA.

Questions and Comments from Community Members and Date of next Meeting: Peter Bachus

No questions were asked nor comments given. The date of the next meeting will be in Feb 2021. The meeting adjourned at 10:15 a.m.

--Minutes presented by Virginia Richardson, Secretary, ASA

Attachment II Summary of 2020 Finances

ASA FINANCIAL REPORT	February 2021	<u>Updated 2/23/21</u>
Summary of 2020 Finances		
	<u>FY2020 final</u>	
Resident donations	14,413	
Non-Resident donations	1,243	
Academy Villas	6,000	
Resident member dues	200,170	
Transfer from Reserves	20,000	
Misc Income	388	
Total Income	242,214	
Academy Programs		
Classes	9,487	
Concerts	19,292	
Lectures, Plays, DVDs	10,754	
Total Programs	39,533	
Facilities		
HOA Fee-Roads and Landscape	4,800	
Housekeeping/Supplies	5,705	
Insurance (facilities)	3,605	

Maintenance, Renov, Replacement	64,692	1
Utilities	12,618	
Other	1,966	
Total Facilities	93,386	
Transfer to Reserves	30,000	2
Office Operations	10,514	
Personnel Costs	54,834	
Special Projects	4,289	
Loan payments	13,404	
Total Expenses	245,960	
Net Income(Expense)	(3,746)	

1. \$45k was spent on AV upgrades
2. Two payments of \$15k each.

RESERVE ACCOUNTS	1/1/20	12/31/20
Community Fund of S. Arizona	59,193	67,316
		186,800
Vanguard Money Market	176,014	\$20k was used for AV upgrade

ATTACHMENT III: ASA 2021 Budget – Approved

	2021 Budget
Income	
43000 · Income	
43100 · Member Dues	(230 mbrs)
43200 · Academy Villa Dues	207,000
43300 · Resident Donations	0
43310 · Restricted	
43320 · Un-Restricted	
43300 · Resident Donations - Other	
Total 43300 · Resident Donations	10,000
43400 · Nonresident Donations	
43410 · Friends of ASA	

43420 · Donation Box Revenue	
43430 · Miscellaneous Income	
43400 · Nonresident Donations - Other	
Total 43400 · Nonresident Donations	1,000
43500 · Class Materials	
43510 · Art	
43520 · Great Decisions	
Total 43500 · Class Materials	0
43600 · Room Rental	0
43910 · CHASE BANK INTEREST	
43000 · Income - Other	
Total 43000 · Income	218,000
Total Income	
Expense	
50000 · Expense	
51000 · Programs	
51100 · Concerts	
51110 · Performer Fees	18,000
51120 · Piano Maintenance	850
51100 · Concerts - Other	
Total 51100 · Concerts	
51200 · Lectures, DVDs, Plays	
51210 · Lecture Fees	18,000
51220 · DVDs	700
51230 · Plays	500
51240 · Field Trips	0
Total 51200 · Lectures, DVDs, Plays	
51400 · Audience Refreshments	0
Total 51000 · Programs	
51300 · Classes	
51310 · Instructor Fees	12,500
51320 · Class Materials	500
52000 · Facilities	
52100 · HOA Fee - Roads and Landscaping	4,800
52200 · Housekeeping/Supplies	6,500
52300 · Facilities Insurance	4,000
52400 · Maintenance	
52410 · Routine Maintenance	5,000
52420 · Replacement/Renovation	
52421 · AV Renovation	
52420 · Replacement/Renovation - Other	

	Total 52420 · Replacement/Renovation	8,000	
	52430 · Audio Visual	4,000	
	52440 · ADA renovation	2,000	
	52400 · Maintenance - Other		
	Total 52400 · Maintenance		
	52500 · Utilities	14,500	
	52560 · Zoom Access Fee	300	
	52600 · Transfer to Reserves	23,000	tentative
	52700 · Library	1,000	
53000 · Office Operations			
	53200 · Banking	1,300	
	53300 · Computers	0	
	53400 · Copier	4,000	
	53500 · Insurance	1,700	
	53600 · Legal	5,000	
	53700 · Marketing		
	53710 · Website	900	
	Total 53700 · Marketing Special		
	53701 · Notary Public	200	
	53800 · Office Supplies		
	53810 · Postage	200	
	53800 · Office Supplies - Other	2,000	
Total 53000 · Office Operations	53900 · Board Expenses	50	incl Staff Dev temp fig
Total 54000 · Personnel		59,000	
55000 · Special Projects		10,000	
59200 · Special Events		0	
	59100 · Donor Reception	0	
	59200 Special Events--Other		
52900	Special Project-Facilities	3,000	
51500 · Special Projects - Programming		2,000	
52810 · Loan Interest		3,000	
54600 · CPA		1,500	
Net Expense		218,000	
Net Income		-	

Assumes that a new security system would come out of Reserves