

**AAQOL Commission – AARC Working Group**  
**Thursday, March 15, 2018, 12-1pm**  
**Meeting Notes**

- I. FY 2019 AARC Budget Requests (Unmet Needs) – Discussion
  - The City Budget Office is not allowing “unmet needs” requests again this year. This policy resulted in un-funding temporary 2016 positions this fiscal year, resulting in elimination of additional evening and weekend hours available to the community.
  - Taja distributed copies of the job descriptions for the 3 requested FTE’s that were not funded in 2017 (Marketing Representative, Event Leader, part-time Bus Driver). She also shared the need for an Exhibit Specialist due to the extensive effort required to plan and produce major exhibits, like the very successful Smithsonian Exhibit (which should be continued).
  
- II. AARC Senior Meal Program – Catering Contracts and Plan of Action
  - Catering contracts are up for renewal this summer
  
- III. AARC Senior Meal Program – Participant Code of Conduct
  - Some of the seniors have been acting out their unhappiness with the caterers and some of the rules, like collecting trays at 12:30 so caterers can clean up and leave. This has distressed caterers. Discussed the need for enforceable “code of conduct” rules for Senior Meal participants. Also discussed different options to provide counseling for participants.
  
- IV. AARC Kitchen Utilization – Update
  - Taja provided a list of 20 events which used the Kitchen so far this fiscal year
  - Exploring options for cooking classes, but need to address food service permit and clean-up costs
  - In the future, one (or more) part-time cooks may be hired to replace the catering contracts for the Senior Meal program. This needs more research **and funding**.
  - St. David’s Foundation might be willing to fund a demonstration program to show the feasibility of an on-site cook.
  
- V. AARC Monthly Performance Measures – Reviewed performance reports. Requested a comparison with other Cultural Centers, which can be helpful for budget process
  
- VI. AARC Nonprofit Literary Exchange Events (Sister/Friendship Cities) - Discussion
  
- VII. The New Philanthropists Board Recruitment – Partnership Opportunity
  - Shubhada explained how this organization can help organizations recruit and train Board members.
  
- VIII. Other AARC Activities – Discussion
  - It appears St. David’s Foundation will fund a program to rebuild the garden beds at AARC to make them more accessible for seniors.