

ECOA Board Meeting Minutes
October 16, 2020
8:30am

Present: Rosemary Cunningham, Steve Miller, Marvene O'Rourke, John Dropick, Heidi Boyd, Nancy Ignacio, Administrator Lyndsay Famariss

The meeting was called to order at 8:30am by Board chair Rosemary Cunningham.

Approval of the Minutes

Rosemary asked if there were any amendments, questions or additions to the proposed minutes of September 18 minutes and the following changes were proposed: John Dropick was left off the attendance list and the meeting adjourned at 9:25am. Upon motion by Nancy, seconded by Marvene, the minutes were accepted.

Budget:

Lyndsay reported that there were no surprises in the YTD budget that she sent to the Board. There will be training expenses in the near future for the annual MCOA conference, which is being held remotely this year.

Lyndsay reported that the Board needed to add her as a signatory on the ECOA payroll. Rosemary asked for a motion to add Lyndsay Famariss as a signatory to the ECOA payroll. Nancy made a motion and Marvene seconded. There were no objections from the Board.

Administrator's report:

Lyndsay thanked everyone for their help as she gets acquainted with the Administrator position, with special note of thanks to Heidi for her help with the payroll. She reported that the fish distribution went smoothly and that the new COVID-related guidelines actually added to the ease of the program's execution this year.

Lyndsay shared details from her meeting with Matt Poole, in which he encouraged the ECOA staff to abide by stricter protocols. He recommended that our windows and doors be kept open and that we wear masks while inside and use hand sanitizer/wash hands, social distance, and work remotely whenever possible. Adam Darack, IT director for the Town, is procuring laptops for each staff member through a COVID fund so that we can better institute remote working as needed.

Lyndsay shared that we have been approved for a CARES fund grant in the amount of \$1250 towards two laptops and one hotspot with one year of hotspot service. These will allow the Outreach workers to go to older adults' homes (socially distanced) and offer help with online applications and research.

Lyndsay asked Rosemary for the Board's acceptance of this money, and Rosemary asked the Board for a motion to accept this CARES funding from Elder Services. John motioned to accept it and Marvene seconded. The motion passed with unanimous support.

Lyndsay shared that the Vineyard Vision fellowship has awarded ECOA \$2500 towards the part-time Outreach worker position. Rosemary asked the Board for a motion to

accept this Vineyard Vision funding. Nancy motioned to accept it and Marvene seconded. The motion passed with unanimous support.

Lyndsay shared that these two donations should cover the costs of the part-time outreach worker position through the time that the Formula grant is expected to be awarded to us- likely in January. The Formula grant should cover the cost of this position through the end of the fiscal year in June 2021. Lyndsay also reported that we are planning to submit a warrant article to ask the town at the next Town Meeting to vote to create this as permanent position.

The custodian position is empty at the moment, and one application applied for the position. In the meantime, there is a cleaning company coming every other week. Lyndsay expressed the need to increase our cleaning budget from approximately \$83/week to include daily or multiple times a week cleaning to meet COVID protocols. John asked her for the amount of money the ECOA requires for cleaning, and Lyndsay responded that she is still working on the amount. She shared that the market rate for a cleaning company varies from that which the town is offering to pay a (non-benefit level) employee, and the state guidelines for cleaning during COVID are much higher than our current arrangement, so a compromise will need to be reached.

Lyndsay shared that the Kelley House has sold and that she plans to introduce herself to the new owners in hopes of continuing the friendly neighborly relations.

Director of Senior Services Report

Meris shared that Ed Merck is offering free meditation classes via Zoom every Friday from 9:30-10:30am. She reported that the fish distribution wrapped up after a successful season. Meris shared that the MV Times has been dropping off free newspapers every week that are being well received by Anchors' participants. Tom Dresser is giving a Zoom book talk on his new book, Ghosts of Martha's Vineyard. Meris expressed her pleasure at having Lyndsay on board and the ECOA fully staffed.

Rosemary noted that the ECOA newsletters are 'high quality', and all members concurred.

Outreach Report:

Victoria Haeselbarth reported that in 107 referrals and general information calls were made in the first two weeks of October, which she shared is consistent with what we have been doing since the beginning of the pandemic. She reported that Healthy Aging MV, started in 2013, is working on a community survey that will be distributed to all island elders, in part through the COAs. The hope is that this survey will help to determine gaps in services and what needs the seniors see in our community. Victoria shared that this survey will yield helpful results to recognize and meet these needs. Victoria also reviewed the Home Modification program which stemmed from a previous HAMV survey.

Katie Vieira reported that she has been very busy with the food delivery program, but she is hoping to turn some of her attention to the typical outreach areas of support as the winter season begins.

Rosemary asked if there is any other business, to which there was no reply. Rosemary closed the meeting at 9:22am.

The next ECOA Board meeting is scheduled for November 20, 2020.