**ECOA Board Meeting Minutes**

**March 17, 2023**

**8:30am**

**Present**: Rosemary Cunningham (RC), Marvene O’Rourke (MO), John Dropick (JD), Jay Sigler (JS), Nancy Ignacio (NI), Lisa Sherman (LS); Janice Belisle (JB); Administrator Lyndsay Famariss (LF).

The meeting was called to order by Board Chair Rosemary Cunningham at 8:33 am. RC welcomed Lisa Sherman to the Board.

RC reported that she asked JS and JD to poll the Board for the roles of the ECOA Board slate. JD reported that he canvassed the Board, and as a result, he would like to nominate RC as chair and MO as chair and co-chair, respectively. JS seconded this motion, and the Board voted unanimously to accept the slate.

**Approval of the Minutes**

Rosemary asked for the Board’s approval of the minutes from January 20, 2023 and February 17, 2023. JS made a motion to approve these minutes as written and NI seconded the motion. LS abstained from the vote. The Board voted to accept the minutes.

**Budget:** LF reported that we have overspent in a few line items, particularly around office supplies and utilities. She shared that the smoke detectors and carbon monoxide detectors needed to be replaced, and that expense (almost $4000) was not something that we expected, but we should be able to cover it in our Maintenance budget. LF encouraged members to contact her with any budget questions as they arise. She reported that the FinCom approved the increased line items in our operating budget, and now this updated budget will go in front of voters at Town Meeting.

**Administrator’s report:**

LF asked the Board to approve two checks for deposit into the ECOA Special Account: one in the amount of $251.00 from the Stop & Shop Bloomin’ for Good Program, and one in the amount of $1465.42 from the Edgartown Reading Room. JD made a motion to approve these checks or deposit in the Special Account, and MO seconded the motion. The Board voted unanimously to accept these checks.

LF shared that the names of three volunteers have been forwarded to the VTA to be trained as drivers for the COA minivan. She reported that this increase in drivers should allow us to broaden our transportation offerings to the public. LF reported that volunteer Mary Spencer on Chappy is hoping to get a regular trip on the schedule for Chappy and other Edg residents to visit shopping spots and post office, etc.

The advertisement for a new Board member in the local paper did not result in any applicants at this time. She reported that after welcoming LS to the board, we still have one board spot open.

LF is looking for the required trainings from the Board members and she will send personal emails today to those members who still need to turn in the supporting paperwork.

LF reported that the Kelley House has been working with the Edg Water Dept to find their water main. LF relayed info about a recent day in which the access to our parking lot was blocked due to cement trucks that were delivering to the worksite next door.

The Town will be voting on the parking agreement with the Kelley House at the April 11 Town meeting. MO asked if the agreement will be a permanent agreement, and LF responded that yes, that is the reason the agreement will be brought to Town Meeting so that the townspeople may vote to make this a permanent agreement. LS asked whether the Town is paying anything in return for the parking, and LF responded that that was not the case, but that through this agreement, the Kelley House is honoring the longstanding parking use of the COA.

LF shared that the moving of the privet as part of the agreement will result in the need to restructure the irrigation system in the COA’s lawn.

Staffing update: LF reported that we had ten applicants apply for the COA cook position, and that interviews will begin next week. LS asked if this position is benefitted, and LF responded that it is.

LF shared the details of the plans for Diane Wall’s last week- a cake reception after lunch on April 4, and her last day will be April 7. LF shared that the hope is that the new cook will start in April, but that meals will pause after Diane’s departure, but will resume in May. The plan is for the freezers to be stocked with soups and chili for people to have in the temporary absence of our congregate meals.

RC asked if the new person would start prior to Diane Wall’s leaving. LF responded that that is not likely to happen, but that cook Diane Wall has offered to help train the new person.

LF reported that the COA’s longtime landscaper, George Valley, is retiring and that he will be turning over the job to Josh Potter of Grass Roots Landscaping.

LF shared that the COA has a warrant article (roof replacement project) on this year’s Town Warrant, and the Board’s support at the meeting would be helpful.

LF asked for the Board’s support in helping to spread the information that the next steps for the COA will be a lengthy process that will include a lot of community input, and that it will not happen overnight. LS shared experiences from the Edg Library’s move, and how it will affect participants.

**Five Year Committee Report:**

MO’s report included details about the Committee’s last meeting, incl the upcoming focus groups and the names that members are gathering to be invited to take part in these groups. MO shared that she will be joining LF and Cindy Trish next week when they meet with Town Administrator James Hagerty to review the upcoming plans for next steps.

MO shared the plan to visit COAs off island, and the process of finding places to visit and learn from their experiences. She shared that the group’s homework is to send in additional names for the focus group lists, and the group will watch the online video tours of these new centers.

LF shared that she asked for the RFP for the Land Bank Commission building on Upper Main St. in hopes of learning more about the property and whether it would be a contender for the Town to consider as a potential new COA location. She said that she would share this info with the committee at the next meeting.

The committee will meet again via Zoom on April 12, 2023 at 2pm.

**Director of Senior Services Report:**

Meris reported that the ECOA traditional St. Patrick’s Day lunch will take place today, complete with music from duo Mark & Molly. Meris reported on the upcoming trips and the post-pandemic challenges scheduling with the bus companies. The next trip is to the Harvard Museum of History on May 17.

Meris reported on her research on a trip to the Whaling Museum in New Bedford. Her findings lead her to believe that the best time to take the trip would be after mid-June, when more transportation options exist.

Meris shared that she has joined two coalitions through Healthy Aging MV, including the Older Adult Digital Equity Coalition and the Falls Prevention Coalition. She shared that Cindy Trish of HAMV is working with the coalition members to publish handy guidebooks on each of these topics for consumers and service providers to use. One project that Meris will be helping to bring to older adults is an effort to help train people to use MV Hospital’s Patient Gateway.

Meris shared a story about how teaching ECOA participants- in this case the bridge players- how to use Google Sheets resulted in a much smoother and more enjoyable experience for the players. She extended the offer to any board member who might enjoy learning about this particular type of technology.

Meris is still collecting letters from people who would like to share their thoughts with Diane for the photo book that she is making as part of her retirement gift.

**Outreach Report:**

Victoria added her support to Meris’ report about older adults needing technology assistance. Victoria thanked Janice Belisle of the Friends and John Dropick of the Edgartown Firemen’s Association for their support in building a ramp at the home of an Edgartown older adult. Victoria shared a story about a woman who needed help in obtaining a birth certificate without the knowledge of where she was born.

Victoria shared the good news that a veteran whom she and Bill Glazier have been helping is much closer to receiving benefits that will allow him to live independently. She gave details about the work she has done to help a deaf resident obtain more social service supports on the state and federal level.

**Friends of the ECOA Report:**

Janice Belisle reported that the Friends contributed to the ramp that was built for the Edgartown older adult. She shared that she has written to the Friends to make them aware of the work ahead to get closer to our future goals.

**New Business:**

There was no new business.

RC adjourned the meeting at 9:42 am.

The next regular Board meeting is scheduled for Friday, April 21, 2023 at 8:30am.