Up Island Council on Aging Board Meeting

DATE	**October 6, 2026**
LOCATION	**Chilmark Tri-Town + Zoom**
ATTENDEES	Cindy Mitchell, Chair (WT); Beth Kramer (WT); Paul Manning, Vice Chair (AQ); Paul Bailey, Clerk (CH); Peter Cook (CH); Randy Weis (CH); Jay Macleod (AQ)
STAFF	none

Call to Order: Meeting was called to order at 9:09 AM

Approval Prior Meeting Minutes: Beth motioned to approve Sep 17 Annual Board Meeting minutes; the minutes were approved.

Current Activities

- **Staffing:** Bethany will return on a limited basis, via Zoom; Jay inquired about replacing Rocy, Beth said Bethany will place an employment notice upon her return from leave.

- **Facilities:**
  - Beth discussed the current facilities project at the Howes House (HH); her comments were based on a recent Facilities meeting that she attended to obtain a status on various proposed/approved HH improvements; the approved renovations to the HH will move forward;
  - The WT Building Committee will evaluate feasibility of installing an external elevator for the purposes of access to/from the basement where various activities are held;
  - To keep forward momentum, Beth will attend the next WT Building Committee meeting;
  - Kitchen: no progress on the kitchen upgrades; Jen Devivo has been in contact with the town of WT regarding the upgrades; **action item:** Jen, Paul Manning, and Kevin Hatt (WT) will meet to get the upgrades in motion;
  - Beth expressed concern that the funds need to be expended within the year.

- **Transportation:**
  - Continued delay in launching transportation services for HH; Beth mentioned that she will meet with Cindy Trish at HAMV to identify what actions are required by all involved parties to expedite transportation services, hopefully by end of calendar year [Cindy/Lauren; Angie at VTA);
  - Jay mentioned that Lauren at HAMV has been busy getting drivers vetted and trained resulting in delays in on-boarding drivers. Jay mentioned that he could drive the van;
  - Vehicle: vehicle availability is TBD; the transportation grant for UICOA ($51K) was awarded;

- There was discussion of a van on mainland (woods hole) that would be dedicated to travel from WH to Sagamore bus depot;
- Jay mentioned delays could be a result of disconnect amongst parties;
- Paul M mentioned delays could be attributed to on-going bus driver contract negotiations.

- **Future of UICOA:**
  - Beth mentioned that the UICOA needs a small planning group to ensure that the strategic plan moves forward including the next step which is a feasibility study ($100-$150K), preferable some members with experience;
  - Bethany has some residual formula grant funds that could cover a significant portion of the feasibility study costs;
  - Beth contacted UMASS to identify if they have interest in providing support on the feasibility study (they are willing to assist but do not perform feasibility studies);
  - An RFP for public bid is required for this study and would also require approval at the Towns' annual meetings (warrant articles)==Spring 2027;
  - An initial planning group composed of Beth, Randy and Paul B was formed, with participation from Bethany; (Paul B has subsequently withdrawn his participation because of other commitments);
  - Dave Chase could potentially assist with communications with the remaining funds;
  - Discussed the importance of marketing and timeline.

Administrative: 1 UICOA member (C. Manning Aquinnah) has not attended UICOA Board meetings; Beth sent Chris an email containing the by-laws for appointed Board members and asked if he wanted to step down; Jay will reach out to the AQ Select Board to find out what is happening.

New Business – none

Old Business - none

Next Meeting – November 10, 2026 , Aquinnah 9AM

Adjournment - adjourned 9:53