

COA BOARD MEETING MINUTES

ZOOM Meeting Date/Time: Thursday June 23, 2022 – 1:00PM

Present: Skipper Manter, Chairperson
Joyce Albertine, Director
Bethany Hammond, Rep to Howes House Feasibility Study Committee
Anna Alley, Board Member
Sally Cook, Board Member
Jean Lince, Board Member
Marie Mercer, Board Member
Kathie Olsen, Board Member
Jennie Gadowski, Administrative Assistant monitoring the meeting

The Zoom meeting was called to order at 1:06 once some technical difficulties were worked out and there was a quorum present.

- 1.) Skipper discussed Administrative Assistant Jennie Gadowski's anniversary date. Jennie began working at the Howes House on October 21, 2021 in various capacities as an emergency hire. She was officially hired as the administrative assistant full time on March 2, 2022. Skipper requested the support of the Board to retroactive her start date to October 21, 2021 which was approved unanimously.
- 2.) Skipper then presented a very detailed report on what has transpired to date on the Howes House Feasibility Study Committee. It was reported that the last renovations done to the Howes house were in 1990/91 and that the building is in serious need of upgrades including but not limited to safety concerns (i.e., elevator); energy efficiency; finishing the upstairs; creating private areas for conferencing and small clinics; creating more efficient storage for durable medical equipment; changing the entryway, etcetera. Joyce comments that Skipper presented a good report. She stated that she is not involved in the process at all as she is busy being Director and that Bethany Hammond, our Assistant Director, is representing the Howes House. Skipper went on to add that there was a Coffee and Conversation meeting last week with the Friends and they wholeheartedly support moving forward with the feasibility study.
 - Kathie Olsen asked if there was a guestimate on cost as the Town of Aquinnah is currently facing a large financial expenditure. Skipper said the guestimate is 8 million+/- spread over a 30-year bond.
 - Anna Alley asked if the plan was to renovate or replace. Skipper said that because of it being a historic district we would need to renovate.
 - Sally Cook mentioned that she currently serving on both boards, COA and Friends and wanted to know if that is a conflict. It was unanimous that there was no conflict. She reiterated that the Friends are very supportive of the renovation.
 - Skipper said that the feasibility committee will provide quarterly reports to the board and also that the future building committee will have representation from all three towns: Aquinnah, Chilmark and West Tisbury.

Kathie Olsen made a Motion that the Council on Aging Advisory Board approves of proceeding with a Feasibility Study on renovation of Howes House. Seconded and approved unanimously.

Skipper thanked everyone for attending and for their input and support.

Meeting adjourned at 1:37PM

Respectfully submitted,
Jennie Gadowski, Administrative Assistant
6/23/22