

Minutes UICOA Director's Search Committee via Zoom 3.25.24  
APPROVED 4.17.24

In attendance: Peter Cook, Bernadette Lyons, Curt Cetrulo, Joyce Albertine, Paul Manning, Susan Collins, Beth Kramer

Review of Timeline (including status of applications)

Two completed applications were submitted to the Town of West Tisbury prior to the deadline of March 22, 2024. All members of the Committee have had a chance to review.

Members briefly discussed first impressions of candidates. Reviewed ad to determine minimum qualifications required.

Curt made a motion to not interview the candidate who did not meet specified qualifications. (*From Approved Ad: Applicants must have: an accredited bachelor's degree in human services, social work, gerontology, public administration or related fields; two years' experience in working with senior citizens; or any equivalent combination of education and experience.* ). Beth seconded.

Vote: Paul - Aye; Bernadette - Aye; Curt - Aye; Susan - Nay; Beth - Aye, Peter - Aye.  
Motion carried.

Letter to be sent to both candidates noting that the Committee is in receipt of their applications. Curt and Peter will work on drafting letters.

Discussed next steps - information session scheduled for **April** 17, 2024 at 12 pm, in person at Howes House. Recommendation will be sent to the full Board (need to request a special meeting of the Board for this- discussed April 22nd as date). Should the Board agree, this recommendation will be sent to the WT BOS (for their 4.24.24 meeting)

Members are encouraged to review interview questions and select questions they would like to ask as well as crafting other relevant questions.

Items not anticipated at time of posting - there were none.

Adjournment - Peter made motion; Curt seconded.

Paul - Aye; Bernadette - Aye; Curt - Aye; Susan - Aye; Beth - Aye, Peter - Aye.

Next Meeting - Wednesday April 17, 2024 12 pm - in person at Howes House

Adjournment: