

**LOHO Board of Directors
Board of Directors Meeting
Tuesday, January 20, 2026
At the Gathering Place**

Present at the Gathering Place: LOHO Board Members Mary Ann Cameron, June Coover, Kip Greenthal, Polly Ham, Logan Knight, and Barbara Orcutt, plus Hamlet Cottage Executive Director Heather Harrison, and Hamlet House Director Amy Hatchel.

Board Member Karen Johnson was absent.

Chair Barbara called the meeting to order at 10:05 am.

Declaration of Conflicts: There were no Declarations of Conflicts.

Announcements: There were no announcements

Approval of December 16, 2025 Board meeting minutes:

Action: Kip moved that the December 16, 2025 Board meeting minutes be approved. Polly seconded the motion. The minutes were unanimously approved.

Cottages Report:

Heather indicated all Cottages are currently occupied, and she is not aware of any cottages opening up soon. She received a note from a resident about the walkways being icy during the recent frosty weather. If there is significant ice, residents will be reminded to use caution. She will make sure there is sand available for them to apply to the walkways when necessary, and The Hamlet will salt, sand, or shovel the walkways when there is a larger winter event.

Hamlet House Report:

Hamlet House is fully occupied. One resident passed away earlier in the month, but a new resident will be moving in soon. Island Rides took three residents and a caregiver on an excursion to view holiday lights. They were involved in a two-car accident at Islandale, which resulted in no injuries to the residents, but a caregiver was flown off-island for treatment.

Exit signs at Hamlet House still need to be fixed and Heather is following up with North Sound.

Kip asked if there were memorials when residents pass away. Amy said that it depends on what the family wants. They are usually simple affairs arranged by the family.

Hamlet House financials look good. Amy said expenses are what were expected. She attributes their financial success to the help they receive from the Hospital District and careful spending and the fact that Hamlet House has had full occupancy all year.

Financial Report:

Heather reported that LOHO had a good year, with revenue exceeding expenses. Lopez Island Home and Hospice Support provided \$40k for rental assistance, the same amount as last year. Both Hamlet House and the Gathering Place will need to be painted this summer, and Heather is obtaining bids for the cost of the painting.

Cottage Representative Report:

Polly indicated she had been away for a month and only been back for a few days. However, everyone seems to be doing fine.

LIHHS Report:

June reported that their new Board chair is Jo Bryant. They are currently recruiting more volunteers as they have more clients to serve than volunteers. They are planning to have another workshop, and they will have their annual meeting next month.

OLD BUSINESS**Investment and Finance Update:**

Heather reported that \$40k had been invested in T-bills. She has mailed a copy of our Vanguard statement to Stephanie at Morgan Stanley hoping that she might provide us with some investing advice and is awaiting her thoughts on what to do with our accounts. In the meantime, Heather continues to rollover money in T-bills.

Governance Update:

Charlie Bookman has expressed interest in joining the Board as Treasurer. However, he hasn't committed just yet.

Fundraising Update:

Kip indicated she would like The Hamlet to do a big event with a writer. Kip will collaborate with the Resource Center about author events, so we make sure we aren't conflicting or overlapping with what they are planning. She also plans to contact Ken Jennings to see if he might be interested in participating in a fundraising event for us. She and Heather will also work to set up a fundraising calendar.

June left the meeting around 11.

Strategic Plan:

The Board went through the parts of the Strategic Plan that needed to be reviewed at this meeting.

Strategic Priority A, Objective 1: Increase staff satisfaction and retention: Barbara will be meeting with Karen Gilbert and AnneMarie on Friday regarding this.

Strategic Priority B, Objective 1, Task 1: Review Treasurer description/responsibilities: Heather and Barb are happy with the job description.

Task 2: Recruit new treasurer: A new treasurer is being actively recruited.

Strategic Priority C, Objective 1, Task 1: Create job description for a fundraising consultant: The job description needs to be created, and Heather is working on it. She is also working to create an annual fundraising cycle (Objective 2, Task 1).

Strategic Priority D deals with Emergency Preparedness. Hamlet House needs a new generator, which will cost about \$7k (for the generator itself). Installation costs of the generator will vary, depending on current hook up capabilities. Heather is working on purchasing and installing the generator and determining whether funding for it comes from the Hamlet House budget or Long-Term Maintenance.

Strategic Priority E, Objective 1, Task 2: Create list of early members/founders to interview: Barbara will work with Heather to create the list.

Objective 2: Survey Cottage residents: This will be discussed at the February Board meeting. There was discussion about whether the survey should be done in person or not. Polly would prefer to do it in person. Heather has attempted to use a Suggestion Box in the past and found it was rarely utilized. Polly and Mary Ann will work on questions for the Cottage Residents Survey and make them available for review at the next Board meeting. The aim will be for a Board conversation with the residents in March and a March Board potluck with Cottage residents.

NEW BUSINESS:

There was none.

The meeting was adjourned at 11:57 am.

The Board annual meeting will be held on Tuesday, February 17, 2026, at 9:30 am in the Gathering Place. It will be immediately followed by the regular monthly Board meeting from 10 am to noon.

Respectfully submitted by

Mary Ann Cameron
Secretary/Treasurer
LOHO Board of Directors