

**WALLINGFORD COMMITTEE ON AGING, INC.**  
**September 16, 2022**  
**MINUTES OF MEETING**

**ATTENDANCE:** Steve Allinson, Karen Anderson, Evangeline Bourgeois, Tom Daly, Rosemary DeAngelis, Rocco DiGenova, Jane Fisher, Alberta Flynn, Susan Gomes, Ronald Graziani, Audrey Grove, Glenn Havumaki, Tara Knapp, Debbie Markiewicz and William Viola

**EXCUSED:** Anne Bernick,

**ABSENT:** Tom Finn

President Tom Daly called the meeting to order at 9:04 a.m. He welcomed Tom Roy, Auditor to the meeting.

**SECRETARY'S REPORT**

President Tom Daly asked if there were any additions or corrections to the July 15, 2022 Secretary's Report.

**Ron Graziani made a motion to accept the July Secretary's Report as presented. Alberta Flynn seconded the motion. The motion passed unanimously.**

**TREASURER'S REPORT**

**July and August 2022 Operating Account Reports**

Treasurer Ron Graziani reported for the two months ending August 31, 2022. Receipts are \$154,140 which is \$636 below the budgeted amount of \$153,504. Expenditures are \$154,268 which is \$764 above the budgeted amount. This results in a net negative of \$128.

**Tara Knapp made a motion to accept the July and August Operating Account Reports. Glenn Havumaki seconded the motion. The motion passed unanimously.**

**July and August 2022 Program Account Reports**

Program Director Karen Anderson reported that the budget is hanging in there. Unfortunately, she had to cancel three trips but had one trip that took place and made \$500. The trips were cancelled due to lack of attendance and were too expensive. Lake View Cafe is still steady. Cleared \$3,000 for the month of August. SilverSneakers is coming along with a \$1700 check for July with 1,046 swipes. We were incorrect that it was 10 swipes per person but it is actually 6. But the Center is still ahead with this contract. Have been trying to get a contract with Renew Access, which is the same as with SilverSneakers but with a difference insurance but the process is slow.

**Rosemary DeAngelis made a motion to accept the July and August Program Account Reports. Susan Gomes seconded the motion. The motion passed unanimously.**

**CONSENT AGENDA**

President Tom Daly asked that the Consent Agendas be accepted.

**Steve Allinson made a motion to accept the July and August Consent Agendas. Evangeline Bourgeois seconded the motion. The motion passed unanimously.**

## **STAFF REPORTS**

### **Executive Director**

ED Bill Viola reported that he was pleased with the results of the audit and appreciate the great services provided by Carney, Roy & Gerrol. Would like to acknowledge the great job by Carmela. Finally received new benches for the bocce courts. ED went to Ashlar Village Association and accepted their \$500 donation which was used for a bench. Two months ago, purchased a new sound system (home theater speaker system) for the Activity Room for the Friday movies and now it's greatly improved. The Senior Center had several long-time members pass away which is always difficult. One was Delia Mrazik who would have been 100 this fall. She had made a lot of things for the Center, i.e. aprons for Lake View, and we received approximately \$1500 in donations which ED may use for something in Lake View Cafe. Commended the staff because they really care about the people. Had serious problems with the phones in the month of August and again, it was the squirrels! Had some maintenance issues repaired i.e., flag pole, motion sensor, light in cupola. Still have an issue with the air conditioner in the Health Office and still waiting for it to be repaired. Also, have sent requests several times for issues that need to be addressed by Public Works. Celebrate Wallingford is coming up, October 1 & 2, if any board members would like to volunteer for 2-hour slots at the WCS booth.

### **Program Director**

Program Director Karen Anderson reported that the annual tag sale is next week and there are 21 vendors so far. If the weather is good, it will be outside around the building. Hoping to do well. Reviewed other events. Offering a flu vaccine clinic in November, but don't have info about Covid boosters at this time. Adding two additional free SilverSneakers' class with new instructors in November, open only to people with SilverSneakers. Had two trips that had issues with Covid and the people are fighting with insurance companies trying to get money resolved. Thanked Bill and Erin for covering for her in her absence (vacation and Covid).

### **Memory Lane Coordinator**

Debbie Markiewicz, Memory Lane Coordinator reported that was happy to be at the meeting. Memory Lane has started to really grow, so word is out. Three new members this month and one day is totally full, and two days are at 14 members. So really growing, and have a great group of people. Most have the beginning stages of dementia, and are still very social and active. Had to eliminate assistant position during the pandemic but had a person helping out who ended up working full time. Have since hired a new person who will split the week with her so they are both part-time. The Alzheimer Association walk is next week and has a team with Memory Lane. Currently have great volunteers. Tom Daly mentioned that he has heard great things about Memory Lane and her staff and thanked Debbie.

## **OLD BUSINESS**

### **LRP Update**

The LRP Committee mutually agreed to take August off due to vacations with Emily Melnick, the consultant. ED did meet with her via zoom last week and will meet again next week and reviewed plans going forward. Shared survey results with the Board. The plan now is for Emily to attend Celebrate Wallingford and try to interview people and ask them to fill out surveys. Hoping to finish information gathering by mid-October. Will start the process of developing goals, strategies and outcomes with input from committee and staff. Target for completion is after the holidays, hopefully in January.

### **Nominating Committee**

The Nominating Committee decided to extend an invitation to serve on the WCOA Board to George Duffy, who is a retired CPA and WSC member and served previously on the board. He is willing to serve again, so he needs to be nominated to fill the remainder of John Rankin's term, which will expire in March of 2024.

**Ron Graziani made a motion to nominate George Duffy to fill the position on the WCOA Board that was vacated by John Rankin. Audrey Grove seconded the motion. The motion passed unanimously.**

### **NEW BUSINESS**

#### **Annual Audit Report – Tom Roy, CPA, Carney, Roy & Gerrol, PC**

Tom Roy, CPA of Carney, Roy & Gerrol, PC reported on the audit of the Wallingford Committee of Aging. Overall, they didn't find any irregularities. Verified records were accurate. The WCOA has a large amount due from IRS –\$244,000. Pretty common for the IRS to have a back log of returns, but are starting to see them trickle in to other businesses. Hopefully, that money will come in. Only negative was WCOA's investment returns, which are in CD's. Unfortunately, they are currently a very low interest rate. Actually, 2-year Treasury I Bonds would be a better option the board might want to consider. No changes this year for the 990. WCOA has all the recommended policies that the IRS requires for non-profit businesses. Staff has done a really good job and the books and records are in good shape. Currently spending 85% in programs and 15% for administrative costs, while the average is 70%. Good management team; doing a good job.

**Ron Graziani made a motion to accept the financial statements and 990 as presented. Tara Knapp seconded the motion. The motion passed unanimously.**

### **OTHER BUSINESS**

### **ADJOURNMENT**

**Steve Allinson made the motion to adjourn. Alberta Flynn seconded the motion. The motion passed unanimously.**

The meeting adjourned at 10:16 a.m.

Respectfully submitted,



Beth H. Johnson  
Administrative Assistant