

WALLINGFORD COMMITTEE ON AGING, INC.
February 19, 2021
MINUTES OF MEETING
(via Zoom video/conference call)

ATTENDANCE:

Steven Allinson, Karen Anderson, Anne Bernick, Evangeline Bourgeois, Tom Daly, Rosemary DeAngelis, Rocco DiGenova, George Duffy, Tom Finn, Jane Fisher, Alberta Flynn, Ronald Graziani, Glenn Havumaki, Carolyn Massoni, Karin Pyskaty and William Viola

EXCUSED:

ABSENT:

Karin Pyskaty called the meeting to order at 9:13 a.m.

SECRETARY'S REPORT

President Karin Pyskaty asked if there were any additions or corrections to the January 22, 2021 Secretary's Report.

**Ron Graziani made a motion to accept the January Secretary's Report as presented.
Glenn Havumaki seconded the motion. The motion passed unanimously.**

TREASURER'S REPORT

January 2021 Operating Account Report

Treasurer Ron Graziani reported for the month of January 2021. Receipts are \$480,095 which is \$27,582 below the budgeted amount of \$507,677 and expenditures are \$389,563 which is \$118,114 below the budgeted amount. This results in a net positive of \$90,532.

**George Duffy made a motion to accept the January Operating Account Report.
Rosemary DeAngelis seconded the motion. The motion passed unanimously.**

January 2021 Program Account Report

Program Director Karen Anderson reported that we are starting to bring in a little more income with fitness classes starting in April (instead of March). Also, beginning to get deposits for some overnight trips as some people are thinking of traveling. The Alaska trip has been rescheduled for May, but is unknown if it will actually happen. Club 60 membership is really down, but hoping once we reopen fully, it may increase.

Alberta Flynn made a motion to accept the January Program Account Report. Anne Bernick seconded the motion. The motion passed unanimously.

CONSENT AGENDA

President Karin Pyskaty asked that the Consent Agenda be accepted.

Rosemary DeAngelis made a motion to accept the January Consent Agenda. Tom Finn seconded the motion. The motion passed unanimously.

STAFF REPORTS

Executive Director

ED Bill Viola reported that the Senior Center was planning to reopen on February 1st, but due to a snow storm we opened on February 3. We average about 40 people a day, not including the vaccine clinic. Getting a lot of phone calls, due to vaccines and tax appointments. Vaccine clinics have 200-280 people and is going very well. The clinics are mostly on Thursdays, but there will be other clinics on various days and even on Saturdays. One of our new board members, Susan Gomes, has been volunteering at the clinics and volunteer Jackie Pulit has helped a lot at the front door. We appreciate our volunteers. For the most part, people are very gracious about getting a vaccine, and we are happy that we are able to partner with the Health Department and others. The outdoor lighting repairs have been hampered by the weather but will be completed soon. Carmella DiCesare completed the Workers Compensation audit. Also, there were a couple computer issues that needed to be straightened out and the sprinklers were inspected, as well as other routine items.

Program Director

Program Director Karen Anderson reported that AARP tax preparations have begun and the Senior Center is scheduling 15 appointments to come in and drop off materials. An AARP volunteer will meet with the person to make sure all their paperwork is in, but there will not be any in-person appointments. Scheduled three weeks of appointments so far for 3-4 days a week in the building. Received notification that the pharmacy at Shop Rite in Wallingford is closing, which provided flu clinics in the past. Will have to look into a new provider for that.

OLD BUSINESS

WSC Covid-19 – Facility Status Report

ED Viola said that he covered most of the information in his report. But he did say that the Governor is going to open things up to 50% on March 19. Karen will be starting fitness classes in April instead of March. As more people over 65 receive their second dose of the vaccine, we should be able to move forward with more things in the building and offering more programs. ED will continue to work with the Health Department. Will we require people to be vaccinated before coming? Definitely for Memory Lane, but other programs? A discussion followed about this and people not wanting to get the vaccine.

WCOA Board Openings – Slate for March Elections

ED Viola reported that the new slate has been presented, and those members up for re-election are staying on the Board. Next month the Board will vote on the slate, including officers.

Personnel Committee – Approve Updated Personnel Policies Procedures Manual

George Duffy, Chair of the Personnel Committee reported that the committee met, made a couple changes and additions and would now like the Board to approve the revised Personnel Policies Procedures manual.

Jane Fisher made a motion to accept the revised Personnel Policies Procedures manual. Anne Bernick seconded the motion. The motion passed unanimously.

NEW BUSINESS

2021 – 2022 Proposed Budget

ED Viola sent the proposed budget with the reports last week and sent out the full budget report and with annual report yesterday. It was a little different this year writing the annual report since we were closed for 5 months and re-opened in September. A lot of things were impacted. ED has sent the cover letter to the Mayor and feels comfortable with his request. Meeting with the Mayor on Wednesday, March 3 at 1:30, along with Ron Graziani. This year, ED will provide a copy to the Town Council, along with a statement of what the Senior Center does for the town and what would happen if it didn't receive funding from the town. This is requested for all social service organizations in town.

Program Coordinator Update

ED Viola reported that he and Program Director Karen Andersen conducted the initial search and interviews of candidates. This was followed by Board and WCOA Personnel Committee member Jane Fisher and Office Manager Carmela DiCesare joining them to conduct final interviews with two candidates. After a discussion of the candidates, ED offered the position to one candidate, Erin Ambler. She will start on Monday, February 22. She brings a lot of experience in fitness and special events, has excellent references and should be a great asset. The Program Director stated it is a good time for her to start and there is a lot to learn. Karen Pyskaty mentioned that when Karen Andersen started as Program Coordinator, it was only a part time position. Over time, it developed into a full time position and it wouldn't have attracted good candidates if the position was still part-time. She complimented the Program Director for a job well done.

OTHER BUSINESS

ADJOURNMENT

Tom Daly made the motion to adjourn. Alberta Flynn seconded the motion. The motion passed unanimously.

The meeting adjourned at 10:06 a.m.

Respectfully submitted,



Beth Johnson

Administrative Assistant