

WALLINGFORD COMMITTEE ON AGING, INC.
May 21, 2021
MINUTES OF MEETING

ATTENDANCE: Karen Anderson, Tom Daly, Rosemary DeAngelis, Rocco DiGenova, Jane Fisher, Alberta Flynn, Susan Gomes, Ronald Graziani, Tara Knapp, John Rankin and William Viola

EXCUSED: Steven Allinson, Anne Bernick, Evangeline Bourgeois, Audrey Grove, Tom Finn, and Glenn Havumaki

ABSENT:

President Tom Daly called the meeting to order at 9:05 a.m.

SECRETARY'S REPORT

President Tom Daly asked if there were any additions or corrections to the April 16, 2021 Secretary's Report.

April
Ron Graziani made a motion to accept the ~~March~~ Secretary's Report as presented. Rosemary DeAngelis seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

April 2021 Operating Account Report

Treasurer Ron Graziani reported for the month of April 2021. Receipts are \$688,979 which is \$36,273 below the budgeted amount of \$752,252. Expenditures are \$556,990 which is \$168,262 below the budgeted amount. This results in a net positive of \$131,989.

April
Alberta Flynn made a motion to accept the ~~March~~ Operating Account Report. John Rankin seconded the motion. The motion passed unanimously.

April
March 2021 Program Account Report

Program Director Karen Anderson reported that revenue generating programs are beginning to show signs of coming back although, some people are still being cautious. The two daytime bus trips we offered sold out immediately with a waiting list, so more seats were added and quickly filled. Overnight trip signups are still slow. Club 60 Plus memberships are static for now. Class registrations, with a few exceptions, are still down somewhat but indications are that it will pick up. Lake View Café will reopen in June and that will produce some welcome revenue.

April
Rosemary DeAngelis made a motion to accept the ~~March~~ Program Account Report. Tara Knapp seconded the motion. The motion passed unanimously.

CONSENT AGENDA

President Tom Daly asked that the Consent Agenda be accepted.

April
Ron Graziani made a motion to accept the ~~March~~ Consent Agenda. John Rankin seconded the motion. The motion passed unanimously.

STAFF REPORTS

Executive Director

ED Bill Viola reported that some additional revenue has come our way. Every year, our Workman's Comp carrier, "Workers' Compensation Trust" does a premium return-distribution. This year, we received \$2,943 from them in January and in March, they conducted their annual audit and due to Covid related reductions in payroll, we received a refund of \$5,564. This is a total of \$8,507, which you will see under miscellaneous revenue in the operating budget. Noted that the newly reopened Memory Lane Program will also begin to generate revenue. As Ron Graziani shared, we are currently about \$132,000 to the good and even with subtracting the \$90,000 we need to add to the new budget, we are still up \$42,000, which may be more after May and June. ED Viola read a very complementary letter from a member who wished to remain anonymous and made a very generous donation. All staff PC's and laptops were upgraded to MS Office 2019 by GTG and although there were a few glitches along the way, it went relatively smooth. We are fortunate to get nonprofit pricing for the licenses through Tech Soup. His company debit card was hacked but thanks to Carmela's sharp eyes, it was caught quickly. We contacted Key Bank, who cancelled and sent a new card and got the charges >\$500 worth of gift cards purchased at Target.com recovered. Staff continues to be flexible and adaptive as rules change and we reopen and reimplement programs and services. He is proud of their effort and willingness to do whatever it takes to meet the needs of our older adults.

Program Director

Program Director Karen Anderson reported that we had a very successful "Shredding Truck" event last Friday with over 50 cars and people already asking for the next date. New Program Coordinator Erin Ambler is doing a great job, especially with some hybrid power point presentations she put together. She also led a "birding" hike at Hammonasset Beach earlier this week and is experiencing the center opening back up to normal levels. Unlike a previous concert that had to be cancelled due to high winds, we had great weather for our outdoor concert last night that was well attended and enjoyed. The Golf League is full and going strong, even in the rain. With capacity limits lifted, we are hopeful that fitness classes that were at 50% will begin to fill up again. Bus trips filled quickly and after discussion with Health Nurse Anne Bernick, we decided it was ok to fill the buses, with masks still being required. We are still having members call Tivity Health about the Silver Sneakers Program. It's hit or miss depending on who answers the phone and we are considering having some volunteers help people go on line and request the program here at WSC.

OLD BUSINESS

WSC Covid-19 – Facility Status Report

Following both the CDC and Governor Lamont's directives, as of Wednesday, 5-19-21, we have no capacity limits, distancing is relaxed and masks are optional for those who are vaccinated. We still require masks for those who are not vaccinated, although we are not permitted to question people about whether they are vaccinated or not. Fortunately, we know our staff is 100% vaccinated and the older adult population of Wallingford is above 95%. So, we are basically operating at what we used to consider "normal" with a few exceptions. Masks are still required on the buses and for the non-vaccinated inside the building. We have restored the chairs at tables and have increased fitness class sizes. Lake View will reopen for breakfast only beginning June 1st and then start serving lunch June 14th.

FY 21-22 WCOA Budget Update – Town Council Review

Just like the public hearing the prior week, there were no questions from the Town Council at the workshop on April 20th. ED Viola gave a short talk at the beginning regarding the difficult year and the budget revision. There weren't any questions. We will move forward with the proposed budget as amended by the mayor's request to apply carry over funds from the current year. The Board should have received a revised set of pages 1-6 showing the addition of \$75,000 to the operating revenue carryover line #2 and \$15,000 to the transportation revenue carryover line #28.

NEW BUSINESS

Pickle Ball Courts at WSC

ED Viola met with Vincent Rapuano from Hinding Tennis Courts on May 4th to review the area and get preliminary pricing. He then met with Public Works Director Rob Baltramaitis on May 13th to discuss the location and possible tree removal. The property is owned by Eversource/Yankee Gas. Spoke to Matt Calvert, Senior Environmental Specialist, Eversource Energy and explained the plan. Matt will review with higher ups and get back to ED Viola.

Staff Recognition

We are planning to have a nice catered dinner for our 25 staff members and WCOA Board here at the senior center on Tuesday June 22nd at 5p.m. Also, as has been the practice in prior years, we hand out some gift cards, give some small bonuses and add a onetime 1% bump to the simplified employee pensions. ED Viola thinks the staff has been remarkable during the stress and uncertainty of this pandemic and the challenge of rebuilding our programming. Also, with no raises in this budget, it is important to let them know they are appreciated.

Ron Graziani made a motion to accept the proposed staff appreciation plans as presented. Tara Knapp seconded the motion. The motion passed unanimously.

Long-Range Plan

ED Viola distributed copies of the current Long-Range Plan which expired in 2020 to the LRP Committee members. Asked them to review and prepare for a meeting to create a new 5-year planning document. After some discussion, it was decided that an email would be sent out by ED Viola to set up a meeting.

OTHER BUSINESS

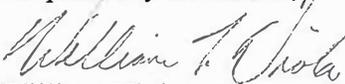
None

ADJOURNMENT

Rosemary DeAngelis made the motion to adjourn. Alberta Flynn seconded the motion. The motion passed unanimously.

The meeting adjourned at 10:02 a.m.

Respectfully submitted,



William Viola
Executive Director