

**WALLINGFORD COMMITTEE ON AGING, INC.**  
**November 21, 2025**  
**MINUTES OF MEETING**

**ATTENDANCE:** Steve Allinson, Erin Ambler, Anne Bernick, Evangeline Bourgeois, Rosemary DeAngelis, Rocco DiGenova, Jane Fisher, Alberta Flynn, Susan Gomes, Audrey Grove, Glenn Havumaki, Tara Knapp, Karin Pyskaty, Gus Trujillo and Ann Zak

**EXCUSED:** Tom Finn

**ABSENT:** Ronald Graziani

President Jane Fisher called the meeting to order at 9:08 a.m.

**SECRETARY'S REPORT**

President Jane Fisher asked if there were any additions or corrections to the October 17, 2025 Secretary's Report.

**Audrey Grove made a motion to accept the October Secretary's Report. Glenn Havumaki seconded the motion. The motion passed unanimously.**

**TREASURER'S REPORT**

**October 2025 Operating Account Report**

Treasurer Gus Trujillo reported for the four months ending October 31, 2025. Receipts are \$385,618.12 which is \$1,789.84 below the budgeted amount of \$387,407.96. Expenditures are \$363,885.44 which is \$23,522.52 below the budgeted amount.

**Glenn Havumaki made a motion to accept the October Operating Account Report. Tara Knapp seconded the motion. The motion passed unanimously.**

**October 2025 Program Account Report**

Program Director Erin Ambler reported that Silver Sneakers and Renew Active had 1,858 swipes for a total of \$3,477. Hoping to add Silver and Fit, another health insurance advantage plan that will reimburse for swipes. Received good commissions from recent trips.

**Evangeline Bourgeois made a motion to accept the October Program Account Report. Karin Pyskaty seconded the motion. The motion passed unanimously.**

**CONSENT AGENDA**

President Jane Fisher asked that the Consent Agenda be accepted.

**Anne Bernick made a motion to accept the October Consent Agenda. Audrey Grove seconded the motion. The motion passed unanimously.**

## **STAFF REPORTS**

### **Executive Director**

Executive Director Ann Zak stated that she recently hosted a legislative update with State Senator Paul Cicarella who reviewed new laws that will be taking effect and will significantly affect seniors. Distributed a copy of this to Board members. Talked about the sunlight and glare in the lobby of the Center which makes it difficult to see the sign-in computer, as well as affecting the greeters sitting at the desk. She looked into what solutions might be available for this. One is a film that adheres to the windows to reduce the glare and direct sunlight. One film option reduced the glare by 80% and another will reduce it by 90%. A discussion followed about the issue. It was decided that the Board would like to see pictures of a place that currently uses the film so that they could see how it is actually holding up. ED will talk with the representative from 3M for additional information/pictures. The price will include the product plus installation.

### **Program Director**

Program Director Erin Ambler stated that the Holiday Fair on November 1<sup>st</sup> was a huge success, raising over \$10,000 (little more than last year). The bake sale doubled profits this year. She passed out a sheet showing where the money specifically was earned. Also, mentioned that the vendors were happy. Reviewed other events for the month and indicated we finished strong with Thursday evening dinners. Reviewed events coming up - December will be a Winter Melody which will have music throughout the month, and the Holiday Party is at the Center with dinner and a Nashville Show. It is already sold out.

## **OLD BUSINESS**

### **Join Hands for Happiness**

ED Ann Zak indicated that the fundraising committee for this campaign has raised \$1,500 to date. Its intent is to provide additional services at no cost. Has started a conversation with Youth & Family Services.

### **WCOA Committees**

ED Ann Zak distributed a list of WCOA Board committees. If someone would like to be added to a specific committee, just let her know.

## **NEW BUSINESS**

### **Annual Audit Presentation**

Tom Roy, CPA with Carney, Roy and Gerrol, P.C. reported on the WCOA audit for the year 2024-2025. He handed out the year-end statements and tax returns and proceeded to explain how the audit went. The books were good; Carmela does a good job with the books. Checked various receipts against what was posted and did not have any issues. Looked at about forty invoices to make sure procedures were followed. There were no issues. Checked the personnel files to make sure all the appropriate paperwork was on file for each person and verified the staff employed. Again, did not find anything. Checked the current assets vs. liabilities and found WSC is in a good financial position. Overall, expenses were down, but payroll expenses increased. The Senior Center has all the policies the IRS wants to see.

**Tara Knapp made a motion to accept the draft audit and Form 990 as presented. Susan Gomes seconded the motion. The motion passed unanimously.**

**Fundraising/Grants Committee Meeting**

ED Ann Zak would like the Fundraising/Grants Committee, along with Tara Knapp to meet in January 2026. It was decided to meet after the Board meeting at 10:00 on January 16<sup>th</sup>.

**Personnel Committee Meeting**

ED Ann Zak stated that she has been reviewing the Employee policies and requested that the Personnel Committee, not the Policy & Procedure Committee, meet in December. It was decided on December 12<sup>th</sup> at 4:00 p.m.

**OTHER BUSINESS**

Evangeline Bourgeois mentioned that SCOW will be having their annual student holiday concert with songs from Spain and Mexico on December 2<sup>nd</sup> at 6:30 p.m.

**ADJOURNMENT**

**Evangeline Bourgeois made the motion to adjourn. Karin Pyskaty seconded the motion.  
The motion passed unanimously.**

The meeting adjourned at 10:10 a.m.

Respectfully submitted,

  
Beth H Johnson  
Administrative Assistant