WALLINGFORD COMMITTEE ON AGING, INC.
July 17, 2026
MINUTES OF MEETING

ATTENDANCE: Rocco DiGenova, Jane Fisher, Susan Gomes, Tara Knapp, Gus Trujillo, Evangeline Bourgeois, Karin Pyskaty, Rosemary DeAngelis, Julie Robison, Bob Hughes, Audrey Grove, and Ann Zak, Erin Ambler
EXCUSED: Glen Havumaki
ABSENT: Sean Doherty, Steve Allinson
President Jane Fisher called the meeting to order at 9:07 a.m.

SECRETARY'S REPORT
President Fisher asked if there were any additions or corrections to the June 12, 2026 Secretary's Report. Karin Pyskaty noted that the June 12 minutes be amended to reflect that her absence was excused.

Rosemary DeAngelis made a motion to accept the June Minutes as amended. seconded the motion. The motion passed unanimously.

TREASURER'S REPORT
June 2026 Operating Account Report
Treasurer Gus Trujillo reported for the twelve months ending June, 2026.

Budget YTD	$1,162,223.87.
Actual Receipts	$1,148,399.10
Actual Disbursements	$1,146,662.02
Variance:	$+1,737.08

ED Zak plans to revise the financial report format for clarity.

Julia Robison made a motion to accept the June Operating Account Report. Tara Knapp seconded the motion. The motion passed unanimously.

June 2026 Program Account Report
Total Trip Commissions (Jan – June) $20,424
Fitness Reimbursement (Jan - June) $28,611

Rosemary DeAngelis made a motion to accept the June Program Account Report. Karin Pyskaty seconded the motion. The motion passed unanimously.

CONSENT AGENDA
President Fisher asked that the Consent Agenda be accepted.

Tara Knapp made a motion to accept the June Consent Agenda. Audrey Grove seconded the motion. The motion passed unanimously.

STAFF REPORTS
Program Director Erin Ambler reported:

- Saturday hours 9:00-1:00, starting in September, soft open August 22.
- Lunch Bunch program revived. Michael's Trattoria, 16 members, positive feedback.
- Monday Melodies, well attended, positive feedback.

Executive Director Ann Zak elaborated on goals for new fiscal year and led discussion.

- Fully open on Saturdays from 9-1pm. Library, gym, great room; hire three staff. No food/transportation services, but possibly Canteen.

- Recruit, hire and train new Memory Lane Director.
- Complete a new employee handbook with clearer benefits for each category of employment.
- Switch to new POS software that is user friendly and provides more analytics. My Senior Center software.
- Switch to Square credit card system, open credit card payment option in Lakeview
- Continue to expand media/digital presence
- Look at Fundraising and Grant opportunities for 2027- explore possible new position/outsourcing
- Continue working on long-range plan development
- Work towards getting AARP livable community designation
- Expand community involvement/collaboration for key staff
- Expand medical transportation range: one day per week out-of-town
- Develop formal volunteer program and recruitment
- Create updated job descriptions, employee evaluations, and goal sheets. Align with mission and long range plan.

OLD BUSINESS

ED Zak shared that May survey results are closed. President Fisher continued the discussion on committee assignments. The Strategic Plan committee will meet following the July board meeting.

NEW BUSINESS

ED Zak noted that year-end financial analysis indicates:

- YTD Revenues vs expenditures resulted in a $1,737.08 surplus that will be added into the Fiscal year 2027-2028 budget.
- Memory Lane generated lower than expected revenue due to decrease in client base. Discussion included marketing to target audience (caregivers, adults of aging parents), transportation issues; consider caregiver support group during Saturday hours.
- Saturday hours will include library, gym, great room; hire three staff for programming, front desk, general assistance. No food/transportation services, but possibly Canteen.

President Fisher noted that the Personnel committee met with Director Zak on July 10 to discuss ED Zak's first year. On behalf of the Board, President Fisher commended ED Zak on her accomplishments, successes, and enthusiasm, which have benefited the Senior Center members, staff, and community. President Fisher also acknowledged the challenges ED Zak encountered and handled competently. In addition, she deals with a wide range of day-to-day demands and is a good listener. President Fisher expressed the Board's gratitude for an impressive first year and support for continued growth.

Tara Knapp initiated a discussion regarding data analysis and identifying developing trends. Bob Hughes offered support and expertise.

Vice President Rocco DiGenova called for a motion to adjourn at 10:27.

Tara Knapp made a motion to adjourn. Rosemary DeAngelis seconded the motion. The motion passed unanimously.

Respectfully submitted,
Susan Douglas Gomes, Secretary

Next WCOA meeting: September 18, 2026