

Frances J. Tolles Home Complex

44 Sullivan Street

Claremont, NH 03743

Phone - (603) 542-3070

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BOARD of TRUSTEES MEETING

Friday, Oct18th, 2013

8:00 AM – Frances J. Tolles Home Living Room

Minutes

1. Call meeting to order
 - A. Sign Roll – Absent – Alison Raymond
 - B. Establish quorum- Yes
 - C. Approve agenda – Motion to approve the agenda as presented made by W Moquin and seconded by L Mentillo. Motion passed

2. Chairperson's Notes – Rebecca Vinduska – Shared with the Board a Website she found that is called "Memories of Claremont" and that it would be nice for the Tolles to have something included.

3. Secretary's Report – Sept Minutes -Deb Yurek – Motion to approve Minutes as presented was made by W. Moquin and seconded by V. Landry. Motion passed.

4. Treasurer's Report – Vicki Landry presented Sept financials – Motion to approve financials as presented was made by W. Moquin and seconded by L. Mentillo. Motion passed with V. Landry abstaining.

5. Site Manager's Report – Keith McAllister provided a verbal report. There are 2 rooms available in the Tolles house. Outreach to fill the rooms has begun. Manager showed a copy of a Ad that will be put into the Eagle times, Senior Guide for the year. All Apartments are full. A Tenant mtg was held and it was nice to have some Trustees present. Manager reported that he would like to discuss staffing with the Board.

Motion made by D. Yurek to go into executive session at 8:58 am to discuss personnel issue and was seconded by W. Moquin. Motion passed.

Motion to end executive session was made by D. Yurek and seconded by W. Moquin at 9:46. Motion passed.

6. Public Comment – No public in attendance.

Board approved 11/15/13

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7. Old Business

A. Fire/Sprinkler Alarm Systems maintenance/monitoring. - K. McAllister updated the Board that the City had installed the radio fire box that replaced the dial up one and is reviewing maintenance and monitoring need.

B. Annual Mtg – with a past motion to change our yearly annual mtg the next one with elections will be in July 2014.

8. New Business

A. Holiday Event Date – Discussion and date chosen for Board mtg and Annual Holiday Party to be the 20th of Dec. The Board asked for info on venues to be brought to the next Board mtg.

9. Adjournment – Motion to adjourn was made by V. Landry and was seconded by L. Mentillo. Motion Passed.