

# **Frances J. Tolles Home Complex**

**44 Sullivan Street**

**Claremont, NH 03743**

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## **BOARD of TRUSTEES MEETING**

**Nov 17<sup>th</sup>, 2017**

**3:45 pm – Frances J. Tolles Home Living Room**

**Minutes**

1. Call meeting to order
  - A. Sign Roll – Trustees present, C. Leavitt, V. Landry, J. Hall, C. Ferland
  - B. Establish quorum- yes
  - C. Approve agenda – Motion to approve Agenda as presented was made by V. Landry and seconded by C. Leavitt. Motion passed
2. Co- Chairperson’s Notes – C. Leavitt welcomed new Trustees.
3. Secretary’s Report –Oct 2017 Minutes. Motion made by V. Landry to accept the Minutes of 10/20/2017 meeting and seconded by C. Leavitt. Motion passed
4. Treasurer’s Report – V. Landry presented October financials. Motion to accept financial report was made by C. Leavitt and seconded by J. Hall. Motion passed with V. Landry abstaining.
5. Site Manager’s Report – K. McAllister presented in a verbal report that the Tolles Home Complex was now at 100% occupancy. The new stove and kitchen countertop has been installed and finished by Maintenance, The office Wi/Fi modem was replace by Fairpoint for free as the one we had was out dated and not working appropriately.
6. Public Comment- No public in attendance.
7. Old Business
  - A. None
8. New Business
  - A. None
9. Adjournment – Motion to Adjourn was made by J. Hall and seconded by C. Ferland. Motion passed.

*Board approved 02/19/18*