

**Frances J. Tolles Home Complex**  
44 Sullivan Street  
Claremont, NH 03743  
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**Board of Trustee Meeting**  
March 18, 2016  
8:00 am – Frances J. Tolles Home Living Room  
Minutes

1. Call meeting to order
  - A. Sign Roll – Present, R. Vinduska, D. Yurek, C. Dole, V. Landry, C. Symonds
  - B. Establish quorum – Yes
  - C. Approve Agenda – Motion to approve agenda as amended - including discussion on Lease and Rules and Regulations - of 3/18/16 meeting was made by C. Symonds, seconded by C. Dole. Motion passed.
2. Chairperson’s Notes – Report tabled to next meeting.
3. Secretary’s Report – Motion to accept the Secretary’s minutes as presented of 2/19/16 was made by C. Dole and seconded by D. Yurek. Motion passed.
4. Treasurer’s Report – Motion made to accept the financial reports for 1/2016 and 2/2016 as presented was made by C. Dole and seconded by C. Symonds (V. Landry abstained) Motion passed.
5. Site Manager’s Report – Motion was made to accept the Site Manager’s Report as amended notifying the Board of Trustees that 10 Walnut Street, an adjacent property, is available as a Bank Sale. Motion was made by D. Yurek and seconded by V. Landry. Motion passed
  - A. A motion was made to form a subcommittee to visit 10 Walnut Street and research the option of purchasing the property to increase the Tolles Home complex. Committee: C. Dole, C. Symonds, D. Yurek. Motion was made by C. Dole and seconded by V. Landry. Motion passed.
6. Public Comment - No people attended from the public.
7. Old Business –
  - A. Annual Budget – Motion was made from the Budget Committee to set FY 2016-2016 budget based on FY 2014-2015 actuals. Motion was made by V. Landry and seconded by D. Yurek. Motion passed.
  - B. Executive Session – Staff Evaluation - Motion was made by D. Yurek and seconded by C. Dole to enter into Executive Session at 10:00 am to discuss employee issues. Motion passed

8. New Business –

A. Lease and Rules and Regulations - Motion was made to approve draft of “Rules and Regulations” and “Lease Agreement” as presented, pending the City Attorney’s review and approval. Motion was made by D. Yurek and seconded by C. Dole. Motion passed.

Motion to leave Executive Session was made by C. Dole and seconded by V. Landry at 11:22.  
Motion passed

9. Adjournment – Motion was made to adjourn at 11:28 am by C. Symonds and seconded by D. Yurek.  
Motion passed.

*Approved 04/22/2016*

