

Frances J. Tolles Home Complex

44 Sullivan Street

Claremont, NH 03743

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BOARD of TRUSTEES MEETING

June 26th 2015

8:30 am – Frances J. Tolles Home Living Room

Minutes

1. Call meeting to order
 - A. Sign Roll, Present – R. Vinduska, D. Yurek, V. Landry, C Dole
 - B. Establish quorum-Yes
 - C. Approve agenda – Motion to approve agenda was made by D. Yurek and seconded by C. Dole. Motion passed.
2. Chairperson's Notes – Rebecca Vinduska asked all Trustees to continue to talk to the community to try to generate interest in becoming a Board member.
3. Secretary's Report – May 2015 Minutes – Motion to accept minutes of 5/18/15 meeting with revisions was made by V. Landry and seconded by C. Dole. Motion passed.
4. Treasurer's Report – V. Landry presented May 2015 financials for review. Motion to accept Treasurers report was made by D. Yurek and seconded by C. Dole. Motion passed with V. Landry abstaining.
5. Site Manager's Report – K. McAllister
 - A. Remodel Update- tour. - Site Manager gave a tour to the Trustees of the completed upstairs remodel and they were pleased with the results.
 - B. BEAS vender application – Site Manager presented an application from the NH Bureau of Elderly and Adult Services (BEAS) for approval which will allow the Tolles Home short term non- medical respite room to be utilized by BEAS referrals and paid for by BEAS.
Motion for Tolles Home to become a BEAS vendor was made by D. Yurek and seconded by C. Dole. Motion passed.
 - C. Advertising/Open house – Site Manager reviewed that an ad had been placed in the Eagle Times. A flyer has been sent out to the Senior Advocates Group that meets monthly. An open house could be planned for Aug.

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D. Site Manager presented a rental change proposal to change the current rental policy of 30% of income minus medical deductions to a strait 30% of their income for new Tenants.

Motion for the Tolles Home complex rental policy to change from 30% of gross income minus health costs to 30% of income with no deductions, effective for all new tenants on 06/26/15 was made by D. Yurek and seconded by V. Landry.

Motion passed.

6. Public Comment – no public in attendance

7. Old Business

A. Annual Budget update – Budget Committee presented a letter in response to the letter sent to the Trustee of Trust May 22, 2015. The letter invites the Tolles Trustees to attend the next Trustee of Trust meeting July 15th at 11am at the Claremont Savings Bank. The Tolles Trustees budget committee will meet July 13th at 5:15 in preparation for the Trustee of Trust mtg.

B. Short term Disability Insurance renewal – Motion to discontinue short term disability insurance through the HealthTrust was made by D. Yurek and seconded by V. Landry. Motion Passed.

C. Fire Safety contractors – Site Manager presented that more time would be needed to get quotes.

D. Meeting schedule for 2015 – The Trustees will send info on availability to the Site Manager to work on compiling possible meeting dates for the next Board meeting Aug 14th 2015 at 8am at the Tolles Home.

8. New Business

9. Adjournment – Motion to adjourn was made by V. Landry and seconded by C. Dole. Motion passed.