

Frances J. Tolles Home Complex

44 Sullivan Street

Claremont, NH 03743

Phone - (603) 542-3070

E-Mail - Tolleshome@myfairpoint.net

BOARD of TRUSTEES MEETING

Friday, Sept 20th, 2013

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

Minutes

1. Call meeting to order
 - A. Sign Roll – All Trustees present.
 - B. Establish quorum- yes
 - C. Approve agenda – Motion to approve agenda was made by L. Mentillo and seconded by W. Moquin, Motion Passed.
2. Chairperson's Notes – Rebecca Vinduska – A. Raymond filling in for R. Vinduska read to the Board two thank you notes.
3. Secretary's Report – July Minutes, No Mtg. held in Aug-Motion to Accept July Minutes was made by L. Mentillo and seconded by C. Dole, Motion Passed.
4. Treasurer's Report – Vicki Landry presented July /August Financial reports. Motion made by D. Yurek and seconded by W. Moquin. Motion Passed with V. Landry abstaining.
5. Site Manager's Report – Keith McAllister reported that all was well, 100 % occupancy and all projects are moving forward.
6. Public Comment – Two Tenants present. A Tenant presented to the Board that she felt that the housekeeping in the Tolles home is “not up to standards it used to be”. She stated that her heating radiators have not been taken apart and cleaned causing her apartment to be dusty. She stated that she was upset that the ‘Manager’ was being negative and posted a list of other housing because they made complaints at the Tenants mtg.
7. Old Business
 - A. Summer Facilities project update/tour. Board members walked around the Complex and stated they were pleased with the outcome of the project.

Approved 10/18/13,

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8. New Business

A. Summer project change order for Basement wall repair, extra repair for Walnut St. porches and Office siding repair. – K McAllister presented a change order for \$6200.00 to repair brick foundations, unexpected repair needed to frames of porches and replacement of vinyl siding on the office. Motion made by D. Yurek and seconded by W. Moquin, Motion passed.

B. Executive Session – Personnel -Motion to go into Executive session was made at 8:52 by V. Landry and seconded by C. Dole, Motion passed.

Executive Session.

Motion to come out of Executive Session was made by V. Landry and seconded by W. Moquin @ 9:30. Motion passed.

9. Adjournment – Next Trustee Board meeting 10/18/13- Motion to adjourn @ 9:31 was made by D. Yurek and seconded by L. Mentillo. Motion passed.

Approved 10/18/13,