

# **Frances J. Tolles Home Complex**

**44 Sullivan Street**

**Claremont, NH 03743**

**Phone - (603) 542-3070**

**E-Mail - Tolleshome@myfairpoint.net**

## **BOARD of TRUSTEES MEETING**

**Sep 22, 2017**

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

**Minutes**

1. Call meeting to order
  - A. Sign Roll – D. Yurek, C. Leavitt, V. Landry, C. Dole
  - B. Establish quorum- yes
  - C. Approve agenda –Motion to accept Agenda as presented was made by V. Landry and seconded by C. Leavitt. Motion passed
2. Co- Chairperson’s Notes – D. Yurek
3. Secretary’s Report –August 2017 Minutes. – Motion to accept the Minutes of 08/25/17 meeting was made by V. Landry and seconded by C. Dole. Motion passed
4. Treasurer’s Report – V. Landry presented August Treasurer reports and let Trustees know that she had received the check from the Trust for the operations budget this year of \$108,633.18. Motion to accept the Treasurers report was made by C. Dole and seconded by D. Yurek. Motion passed with V. Landry abstaining.
5. Site Manager’s Report – K. McAllister reported that the facility was at 99% occupancy and that we had 1 room available and an applicant in process for that. The kitchen oven is still acting up and we will try to replace the element again to see if it solves the problem.
6. Public Comment – J. Hall attended and is awaiting appointment by the City Council to become a Trustee.
7. Old Business
  - A. Trustee Board vacancies. C. Leavitt reported that we have two applicants awaiting appointment by the City Council. Motion to move the meeting time from 3pm on 3<sup>rd</sup> Friday of the month to 3:45 was made by C. Leavitt and seconded by C. Dole. Motion passed.
  - B. Five year plan – Tabled until Oct mtg.
8. New Business
9. Adjournment –Motion to adjourn was made by V. Landry and seconded by D. Yurek. Motion passed.

*Approved 10/17/17*

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