

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, Aug 22nd, 2014

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

Minutes

1. Call meeting to order
 - A. Sign Roll –Absent W. Moquin, 2 vacant seats.
 - B. Establish quorum- yes
 - C. Approve agenda- Motion made to approve agenda was made by V. Landry and seconded by C. Dole. Motion passed.

2. Chairperson's Notes – Rebecca Vinduska presented that we received a memo from the City mgrs office that it is recommended by the City auditors that the Tolles home hire a independent auditor for our accounts. Motion made by D. Yurek to hire an independent auditor at the recommendation of the City Managers memo dated 08/19/14. C. Dole seconded. Motion passed.

3. Secretary's Report – July 2014 Minutes –W. Moquin (absent) K. McAllister presented the July draft minutes for review. Motion to approve minutes of 7/18/14 was made by V. Landry and seconded by C. Dole.

4. Treasurer's Report – V. Landry presented the July profit/loss statement for review. Motion to approve was made by D. Yurek and seconded by C. Dole. Motion passed. V. Landry abstaining.

5. Site Manager's Report – K. McAllister presented a verbal report. The underground oil tank is reported to have some residual water in it. Maintenance checked and it appears to be about 50 gals. Maintenance has been researching the cost of having it removed and disposed of. Comcast has come and rewired, removing the wires exposed to ice in the winter. Striping and waxing of all Tolles tile floors has been started. The kitchen is now presenting our weekly menu to all tenants in an effort to fill the table at all meals. We still have two vacancies in the boarding house and the possibility of more as two residents may be leaving for assisted living and nursing home. The rooms have been shown to possible tenants but they are not interested in sharing bathrooms.

6. Public Comment- No Public in attendance.

Approved 09/19/14

Frances J. Tolles Home Complex
44 Sullivan Street
Claremont, NH 03743
Phone - (603) 542-3070
E-Mail - Tolleshome@myfairpoint.net

7. Old Business

- A. Annual Budget update. – Budget Committee, V. Landry presented that we had heard from the Trustee of Trust with a answer to the Committees’ questions about the change in the amount provided for this year’s operating fund from the interest in the Trust. The Trustee of Trust wrote that our operating fund comes from the interest on investments minus fees and this year was more noticeable. Motion to carryover Budget discussions to the next mtg and to invite a Trustee of Trust funds

to meet with the Board was made by V. Landry and seconded by D. Yurek.
Motion passed.

8. New Business

- A. Elevator upgrades discussion. K. McAllister reviewed with the Board that we had received a figure on replacement of the single bottom hydraulic chamber to a double bottom cylinder. The cost could be as much as \$150K depending on what is found in the process of removal of the old. Motion to have Site mgr explore other elevator options was made by V. Landry and seconded by C. Dole. Motion passed.
- B. 2nd floor Tolles/Boarding rooms upgrade and Supported living discussion. Motion to move 2nd floor renovation discussion to the next mtg was made by V. Landry and seconded by C. Dole. Motion passed.

9. Adjournment – Motion to adjourn was made by D. Yurek and seconded by V. Landry.
Motion passed.