

Frances J. Tolles Home Complex

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Minutes

Board of Trustees Meeting

January 15, 2021

Zoom

Meeting was called to order at 9:05 am by Zoom.
City guidelines read at Zoom meeting. All complied.

J Hall called roll call.

Present: Deb Snelling, Vicki Landry, Sherri Curtis, Jackie Hall, Karlaine Livingston and Claire Dole.

Quorum was established.

Agenda – approved with a 1st motion by J Hall 2nd by K Livingston.

Chairperson's Notes: Deb thanked everyone for learning ZOOM for the first time. Sherrie had to leave session because of things going on at her apartment complex causing loud noises.

Secretary Report – October 2020 and November 2020 minutes presented. Approval with 1st motion by J Harris and 2nd by V Landry. K Livingston obtained from vote on November minutes as she was not present.

Treasurer's Report – Presented V Landry, Treasurer. Motion to accept verbal report 1st by J Hall and 2nd by K Livingston.

Site Report – Deb reported things are going well at facility. Meets with Maintenance Supervisor weekly.

Public Comment – none

Old Business

- V Landry gave summary of how Christmas party went.

New Business:

- Fuel issues were discussed. Issues with tank equipment. Will continue to address.
- Discussion of tanks being in ground and old. We will put in our 5 year plan replacement of tank.
- February 4th scheduling of apartment checks for work to be done and Assistant Chief Blaire will also assist Gary in inspections for any other issues such as safe electrical, egresses not blocked, safe windows, etc. Notes will be made and individual residents will be notified if there are any hazards that need to be addressed. By doing this inspection Gary will have a list of jobs to go into 2021 with.
- We will be purchasing a new TV for living room as old one finally stopped working.
- Postcards will be sent out for Valentine's Day and Easter.
- Deb would like to implement "*Caught being Kind*" cards this year.
- Discussion regarding Maintenance Supervisor and review job.
- Lost Key charge will be tabled until February because of time constraints with Zoom.

Adjournment: Meeting was adjourned at approximately 10:10am. Next Zoom meeting scheduled for February 19th, 9am.

Approved: February 19, 2021