

**FRANCES J. TOLLES HOME COMPLES**

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**NOTICE**

BOARD of TRUSTEES MEETING

October 20, 2021

9AM

Tolles Home

44 Sullivan Street – Claremont NH

**AGENDA**

1. Call to order
  - a. Roll Call
  - b. Establish Quorum
  - c. Approve Agenda
  
2. Chairperson's Notes – D. Snelling
  - A. Gary Raymond – Maintenance Supervisor update on Pole project
  
3. Secretary Report
  - a. Approval of September 2021 minutes
  
4. Treasurers Report – V. Landry
  
5. Executive Session
  
6. Public Comment
  
7. Old Business
  - Update on projects 2021
    - Tank removal
    - Discussion regarding Pole installation
  - On call position update
    - Schedule
    - Revisit Maintenance Supervisor weekend on call
  - Cooks position update
  - 100 year anniversary
    - Set a date
  - Holiday updates
    - Halloween/Thanksgiving
    - Set a date for Christmas gathering
  - Financials Completed 2021 year
  - 100 year anniversary
    - Set a date

- Updates on plans in the works for anniversary

8. New Business

- Fire drill/inspections schedules

9. Adjournment

Next meeting scheduled for November 15, 2021 - 9 am – No meeting in December