



**TRUSTEES OF TRUST FUNDS**  
P.O. BOX 966  
CHARLESTOWN, NEW HAMPSHIRE 03603

**MINUTES**  
Wednesday, September 10, 2014

Community Room  
Library Municipal Building  
3:30 PM

Present: William Sullivan, Chairman, Patricia Royce, Treasurer and Susan Laware, Secretary, Vicki Sargent, Cemetery Trustee

The Meeting was called to order at 3:30 pm by Chair William Sullivan.

Pat made the motion to accept the previous minutes of June 11, 2014 with the correction to remove the duplicated paragraph. Motion passed unanimously.

#### Donations to the Cemetery Fund

Vicki Sargent was welcomed to the meeting to discuss concerns about donations to the Cemetery Fund which are not currently not designated for a specific purpose. She has had several people contact her about making a donation to the cemetery department in memory of a loved one. They would also like the cemetery department to use the money at the trustees discretion. Vicki has not accepted any monetary gifts but would like to know the procedure to do so. Reviewing her budget, Vicki also says they could use the money for repairs to roads, fencing and ground improvements. These areas are always in need of funds.

Terry Knowles indicated that use of principal was not a problem with non public funds. Therefore, we should look at what it takes to set up an account for the cemetery that the Cemetery Trustees could use to accept and disburse private donations.

Jessica contacted Terry Knowles about this issue and Terry's reply was that an individual can make a donation to the Town of Charlestown for the benefit of the cemeteries. The Selectmen would accept the gift and transfer it to the custody of the Trustees of the the Trust Funds. The Cemetery Trustees can spend the money for cemetery purposes and all the Trustees of the Trust Funds will need is a signed voucher in order to distribute the money. We need to investigate this issue further to keep better track of the ins and outs of these donations. We will work on this further at our December meeting.

Vicki left the meeting at 4:10. Greg McConahey arrived and distributed the current financial and holding activities year-to-date. He also distributed the purchases and sales proceeds from the Connecticut River Bank and he discussed thoughts on how to invest the remaining cash from our portfolio. Bill agreed that there should be a discussion about the use of CD's and government bonds which appear to be as competitive as banks who yield, at maturity, a rate greater than 3.75. Short

*The Town of Charlestown prohibits discrimination on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status.  
The Town of Charlestown is an equal opportunity employer*

term rates are lower now and banks do not need deposits – .1 rate is terrible now. CD rates appear to be better. Bill asked Greg to check on why we are not using CD's.

### Scholarship Funds

Greg's recommendation and proposal for the scholarship funds puts the funds at 2% yield, so we're still under the 3% target for the scholarship funds. We should discuss if we need to ask Greg for a proposal that gets us closer to 3% and the risks of that so that we can look at the risks of each and compare to the one he gave us recently.

It looks like the scholarship fund will be at 12% non US and the target is 10%, this leaves us with 20% in cash. Would there be an advantage of holding cash at this point in time? The Vanguard High Yield at 2.73% seems pointless.

### Other Funds:

School Capital Reserve – buy \$30K of Treasury at 1% yield due 2017

Common Funds – Suggest buying \$25K of Treasury yield at 1% and balance of \$40K to dividend yielding stock to bring the balance to 70%

Retained Income and Scholarship Funds – Scholarship has cash from sale of Connecticut River Bank stock. Greg will send us recommendations as per Greg's schedule, buy 1% which is \$15k treasury in scholarship for the two year money rate

School Funds Capital Reserve – Greg will confirm with Jaime regarding cash requirements

Greg will ask Rhonda when to consolidate scholarship funds with common funds into the scholarship funds

### Reconciliation of Funds

The Trustees reconciled the August 2014 Common Funds Accounts 7018 through 7281 provided by the NH Trustees of the Trust Fund. All members agreed all accounts were in order and that there were no discrepancies with these accounts. Bill will notify the auditors and Terry Knowles of our results.

The meeting adjourned at 6:00.

The next meeting will be December 10, 2014.

Respectfully submitted

Susan Laware  
Secretary

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the next meeting of the Trustees of the Trust Fund.)