

MINUTES

Wednesday, December 4, 2013

Community Room
Library Municipal Building
3:40 PM

Present: William Sullivan, Chairman, Patricia Royce, Treasurer and Susan Laware, Secretary

The Meeting was called to order at 3:40 pm by Chair William Sullivan.

Pat made the motion to accept the previous minutes of September 18, 2013 with a change of the next meeting from December 11, 2013 to December 4, 2013. Motion passed unanimously.

Scholarship Refund We received an email from Rhonda of the New Hampshire Trust Fund that they had received a refund check from Plymouth State College for \$730. This amount represented scholarship awards for Drey Palmer from the Ernest Bixby Scholarship Fund (\$230) and the Pallarino Scholarship Fund (\$500). The original letter from us was dated July 16, 2003. She will deposit the funds back into the appropriate funds.

Widow/Widower Fund We received 12 applications from widow/widowers requesting assistance from the Porter and the Prouty Fund. We reviewed the applications and agreed that all were deserving of the assistance. The required criteria for individuals requesting this assistance is that they must be a widow/widower, a residence of the Town of Charlestown and qualify financially for this assistance. All applicants status is verified by the Town Clerk. The annual income and interest of the fund is to be paid and divided equally among the recipients. Each recipient will receive \$270 each based on the income from the Porter and Prouty Fund with a 1.2% inflation amount added.

Sue Laware's term as secretary will end this year. She agreed to continue serving another term.

The stained glass for the Mausoleum has been repaired and returned to the town.

Student Loans All student loans have been finally repaid☺ The payment statements and correspondence will be placed in the red binder that is for just student loans. All are alphabetized and marked as paid. This is the final closure that will be presented to the auditors showing that all is done and it does not need to be audited.

Website We are fortunate to have an offer from a competent volunteer, Jen, a dispatcher with the Police Department, to update the Trustees of the Trust Fund website. We'd like to add our Mission Statement and other pertinent information about what we do and how one might donate or set up a fund to this website:

The Trustees of the Trust Fund serve the governing body of the Town of Charlestown and the inhabitants of the town by prudently investing all public and private funds entrusted to them. The Trustees of the Trust Fund board administers all funds and connects worthy individuals and organizing with trust funds set up to benefit them.

2014 Meeting Schedule: The Trustees of the Trust Funds meetings are held the second Wednesday quarterly except for December when we meet the first Wednesday to ensure that all the year end information is taken care of. The dates are: March 12th, June 11th, September 10th and December 3rd. Pat will post these dates.

We reviewed and reconciled the NH Trust Company Investment Reports of 10/31/13 for accounts 7017 through 7019 and 7020 to the bank statements from our bank in Brattleboro, VT.

Meeting adjourned at 5:00 pm.

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.)