

Trustees of the Trust Fund Meeting
July 17, 2014 Minutes

Meeting the Municipal Town Office, Conference Room #2 began at 1:00 pm

Present: Gail Mills – Chair, Lisa Kennard, Gail Powell

Others Present: Elizabeth Warrington Town Bookkeeper

It was decided that more meetings are needed. The new meeting schedule is one meeting at 1PM on the Second Tuesday of every other month starting with September 15, 2014.

Review the schedule when you receive it and inform Gail M. of any needed changes.

Follow up on all checks that you open and give to Betsy to store until we receive our own locked cabinet. Be sure to initial all TTT mail that you open and read before it is put in file.

The new bookkeeper, Betsy, attended this meeting to learn and discuss ways we will be working with her in completing our trust tasks.

The General Fund sent us a check for \$128,000 of which \$15000 was put in special education capital reserve account for the School, along with \$15000 for School Repairs capital reserve account.

More work continued on the Mclean account. Gail M. is planning to follow up with the auditor on the status of the bank lining up with the process we have set up to separate interest earned on principal and interest into separate columns.

Meeting adjourned at 3:45 PM.

Respectfully submitted by Gail P., Secretary

Gail Powell accepted 9/10/2014