

**Trustee of Trust Funds  
Meeting Minutes  
October 18, 2012 4pm**

Attendees: Leigh Webb, Private Citizen. Paul Gatehouse, Investment Advisor, Independence Trust Company. Judie Milner, Finance Director, City of Franklin, Melissa Newton, Finance Assistant, City of Franklin, NH

Trustees: Katherine Broughton Zink, Chairman, Ken Duguay, Treasurer and Steve Spain, Secretary.

Leigh Webb, Private Citizen, reported that "the Odell Park Centennial Commission, the Franklin BSA and the Franklin Girl Scouts plan to repair the porch of the caretaker's house as well as the fishing pier."

Judie Milner, Finance Director, City of Franklin, NH:

We, the Trustees of Trust Funds, thank Judie Milner and her staff, for her support, guidance and her wisdom. She has 'seamlessly' facilitated the transition from Carol Laro of Franklin Savings Bank, who has quarterbacked our effort and who has been the brains of the operation, without recognition, for > 20 years. We thank both Carol and Judie for their professional guidance and their years of dedication.

- (1) The MS 9 & 10 for the Trust was filed 9/01/2012 with the NH Attorney General Office for FY 6/30/2012. "The Trust is not required to file an IRS 990."
- (2) GASB 54: all 'restricted' permanent funds are recorded on the City's financial as nonexpendable funds.
- (3) Trustees of the Trust Funds are insured under the City Surety Insurance policy.
- (4) Capital Reserve Funds can now be invested in a common pool fund. All funds are available on demand; no notification is required for withdrawal. Ken Duguay queried "is there a yield differential between funds held in an individual versus a pooled account?"
- (5) Investment Policy Statement: the statement has been modified to allow the Trust to hold <20% in cash. Milner modified the Investment policy Statement; Spain supported the change, Duguay seconded the proposal and the vote was unanimous.

Paul Gatehouse, Investment Advisor, Independence Trust

- (1) Paul recommended that funds currently in cash: \$72K classified in the Drake Fund is expendable at any time and must be held in cash.
- (2) \$58K is to be held in Capital Reserve
- (3) \$25K is available to be invested-Katherine Broughton Zink proposed that \$25K be invested in American Funds New Perspective Fund. If the foreign allocation > 25%, proceeds are to be invested in Fundamental Investors. Spain 2<sup>nd</sup> the proposal; the vote to pass the Zink proposal was unanimous.

Next meeting: Thursday 12/20/2012. Our meetings are open; we encourage your attendance.

Steve Spain, Secretary