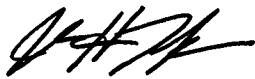


**Town of Lee, NH
Trustees of Trust Funds
Minutes – 24 July 2017**

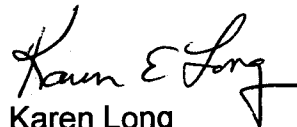
Meeting began at 1805 hours. In attendance were John Tappan, Richard Miller, Karen Long and Selectman Cary Brown

- 1) Trustees picked the next meeting date which is 7 August 2017 at 1800 hours.
- 2) Trustees reviewed document retention. Bookkeeper Tappan has sorted and labeled the majority of the files and removed out of date documents. These documents will be properly destroyed. He will finish the review later in the week.
- 3) Trustees discussed the Primary Bank online access process. Their system makes it difficult for all trustees to have access. It was decided that John will have access and will forward email copies of the information to us.
- 4) Trustees reviewed deposit options for the incoming deposits and the maturing CD's. It was decided to put new deposits in the cash sweep account until the fall.
- 5) Bookkeeper Tappan advised that the Land Use Change fund check will be on the next manifest which will reviewed and signed by the selectmen at their 31 July 2017 meeting.
- 6) Trustees discussed procedure/schedule for the monies from the Lee fair. Bookkeeper Tappan will contact Caren Rossi and remind her of the schedule.

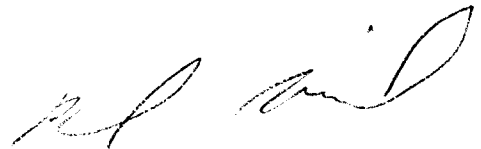
Meeting adjourned at 1905.



John Tappan
Trustee



Karen Long
Trustee



Richard Miller
Trustee