

AS APPROVED 2012-04-19

**Trustees of Trust Funds  
Meeting Minutes  
March 15, 2012**

PRESENT: Members – Marlene Green and Blake Allison, TOWN STAFF – Dina Cutting

The meeting came to order at 4:40 p.m.

- **Bridge Repair CRF** – Dreyfus Ashby is closing the fund in which this CRF is invested. After discussion it was agreed the money should be moved to a new NHPDIP account. **Marlene** completed and sent the requisite paperwork to NHPDIP. The account's number will be 01-0283-0029. Marlene said she would contact Dreyfus to instruct them regarding where to move the existing funds.
- **Deposits** – The following checks were received for deposit in the appropriate funds:
  1. **Recreational Facilities CRF:** \$50,000 to NHPDIP account
  2. **Bridge Repair CRF:** \$125,000 to NHPDIP account
- **Dina re Tracking Funds Appropriated by Annual Town Meeting** – Questions remain about how to account for CRF funds not spent in the year in which they were appropriated. Dina said she was investigating and will report back.
- **“To Do” List for Coming Months**
  1. Complete and file 2011 MS-09 report
  2. Review and revise 2010 investment policy. Would it make sense to change strategy in order to retain an investment manager for certain funds, i.e., School, Library and Cemetery Trusts in order to increase their productivity?
  3. Clean up account files.
  4. Create a “policies and procedures” handbook.
  5. End of year reconciliation, could we use the MS-09 format instead of the current reporting technique.

Meeting adjourned at 5:45 p.m.

The next meeting is Thursday, April 19<sup>th</sup> at 4:30 p.m.

Respectfully submitted,

Blake Allison, Secretary