



# Town of New Durham, New Hampshire

## TRUSTEE OF TRUST FUNDS MEETING

### MINUTES for March 9, 2013

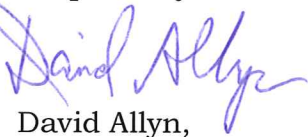
**Attendees:** Bookkeeper Lois Parker, Trustee David Allyn, Trustee Angela Pruitt

The meeting was called to order by Bookkeeper Lois Parker at 9:10 AM.

- The minutes of the January 19, 2013, meeting were reviewed and approved as written. (Move: Parker, Second: Pruitt. **Passed unanimously.**) Approved minutes are to be forwarded to the Town Clerk for posting.
- Motion to transfer \$104.78 from the Shirley Cemetery Perpetual Care Trust Fund to the Town General Fund based on request from the Cemetery Trustees and proper documentation submitted for expenses incurred. (Move: Allyn, Second: Parker. **Passed unanimously.**)
- Motion to transfer \$558.39 from the Shirley Cemetery General Trust Fund to the Town General Fund based on request from the Cemetery Trustees and proper documentation submitted for expenses incurred. (Move: Allyn, Second: Parker. **Passed unanimously.**)
- Re: Requesting donations to the E.C. Smith Scholarship Trust through an open letter to the residents of New Durham to be addressed at Town Meeting. The item was not added to the Town Meeting Agenda and will be reviewed by the Trustees at a later date
- Bookkeeper Parker is updating the Elmer C. Smith Scholarship application form with cosmetic improvements. The Trustees approved a change in wording from "Funds will be administered after we receive confirmation that you have passed your first semester, after you have been notified of your being awarded the scholarship," to "Disbursement of funds will take place upon receipt of your first semester grade transcript."
- Bookkeeper Parker will e-mail information on Trust Fund investments to the Trustees.

- There was a brief general discussion on the eligibility requirements for a recipient of funds from the John Shirley Charity Fund. As Agents to Expend, the Trustees of the Trust Funds have the responsibility to ensure an applicant's need is genuine.
- The Trustees reviewed the grade transcript submitted by Sam Mason. A motion to transfer \$200.00 from the Elmer C. Smith Scholarship Trust to the Town General Fund and request disbursement of \$200.00 to Mr. Mason. (Move: Parker, Second: Pruitt. **Passed unanimously.**)
- Move to adjourn at 9:50 AM. (Move: Parker, Second: Pruitt. **Passed unanimously.**)

Respectfully submitted,



David Allyn,  
Trustee of the Trust Funds  
New Durham, NH