



Town of New Durham, New Hampshire

TRUSTEE OF TRUST FUNDS MEETING

MINUTES of March 15, 2014

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

The meeting was called to order by Bookkeeper Lois Parker at 8:37 AM.

Agenda Business:

- The minutes of the January 18, 2014, meeting were reviewed and approved as written. (Move: Parker, Second: Allyn. **Passed unanimously.**) Approved minutes are to be forwarded to the Town Clerk for posting.
- The Trustees reviewed a request from the New Durham Public Library to transfer \$2,749.04 from the Library Facilities Capital Reserve Fund to the Town General Fund for the purchase and delivery of new chairs for the Library. (Move: Allyn, Second: Parker. **Passed unanimously.**)
- The Trustees still have a request from the Fire Department to disburse funds from the Fire Department Scholarship Trust to the recipients per “the annual amount.” The Trustees have no direction regarding an annual amount and have requested specific amounts to transfer from the Fire Department since the January 18, 2014, meeting with no response. Bookkeeper Parker will leave another message with the Fire Captain. If there is no response within a reasonable amount of time, she will send a letter requesting the amounts.
- The Trustees reviewed a request from the Cemetery Trustees to transfer a total of \$735.08 to the Town General Fund as reimbursement for 2013 expenses. \$618.94 will be transferred from the J.C. Shirley Cemetery Trust Fund and \$116.14 will be transferred from the Old Perpetual Care Trust Fund. (Move: Parker, Second: Allyn. **Passed unanimously.**)

New Business:

- The Trustees received a grade transcript for Brian Labbe and voted to transfer the amount of \$200.00 from the Elmer C. Smith Scholarship Trust Fund to the General Fund and initiate payment to Mr. Labbe for his scholarship award. Bookkeeper Parker will submit a check request to the Town Finance Officer. (Move: Parker, Second: Pruitt. **Passed unanimously.**)

- Trustee Allyn will investigate combining the J.C. Shirley Charity Fund checking account with the J.C. Shirley Charity Trust.
- Bookkeeper Parker will inquire about posting the criteria for all Funds administered by the Trustees of Trust Funds on the Town Website.
- Motion to adjourn at 9:32 AM. (Move: Parker, Second: Pruitt. **Passed unanimously.**)

Respectfully submitted,

David Allyn,
Trustee of Trust Funds
New Durham, NH