

Town of New Durham, New Hampshire

TRUSTEE OF TRUST FUNDS MEETING

MINUTES of August 16, 2014

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

The meeting was called to order by Bookkeeper Lois Parker at 9:03 AM.

Agenda Business:

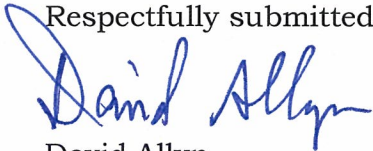
- The minutes of the March 15, 2014, meeting were reviewed and approved as written. (Move: Parker, Second: Pruitt. **Passed unanimously**.) Approved minutes are to be forwarded to the Town Clerk for posting.
- The Trustees have received two additional Fire Department Scholarship applications and still have in hand 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 from the Fire Department specific amounts to transfer since the January 18, 2014, meeting. Calls have not been returned, and the Bookkeeper is unable to determine the correct person currently at the Fire Department to clarify this matter. Bookkeeper Parker will attempt to find a contact through Town Staff and leave another message with the Fire Department.
- The Trustees reviewed applications for the Elmer C. Smith Scholarship. A question arose regarding the residency requirement; specifically whether the applicant must be a resident of New Durham after graduation or only at the time of application. It was determined the applicant fulfills the residency requirement if he or she is a resident of New Durham at the time of graduation. A motion was made to award scholarships in the amount of \$200.00 to Richard Burnham, Abraham DeMaro, Travis Drapeau, Matthew Mitchell, and Jennifer Simpson payable upon receipt of a transcript from the school for the first grading period. Bookkeeper Parker will send letters of notification to the applicants. (Move: Parker, Second: Allyn. **Passed unanimously**.)
- The Trustees discussed the origin and use of the John Shirley Charity Fund checking account and the feasibility of closing the account and transferring the funds to the J.C. Shirley Charity Trust Fund subaccount. Research through TOTF files indicates disbursements for charitable needs cannot be made directly from taxpayer accounts, hence, the establishment of the checking account. The Trustees have determined the checking

account must be kept open to fulfill the objective of the Trust Fund. The checking account was originally set up to be funded by the income from the J.C. Shirley Charity Trust. Trustee Allyn will follow up to see if that has changed and how.

New Business:

- The Trustees received an application for the Chief Douglas J. Scruton Memorial Scholarship awarded by the New Durham Police Department. Bookkeeper Parker will forward the application to the Police Department.
- The Trustees received an application for the Civil War Memorial Scholarship awarded by the New Durham Historical Society. Bookkeeper Parker will forward the application to the Historical Society.
- Motion to adjourn at 9:56 AM. (Move: Parker, Second: Pruitt. **Passed unanimously.**)

Respectfully submitted,



David Allyn,
Trustee of Trust Funds
New Durham, NH