

# Town of New Durham, New Hampshire

## TRUSTEES OF TRUST FUNDS MEETING

### MINUTES of June 1, 2015

**Attendees:** Bookkeeper Lois Parker, Trustee David Allyn, Keith Pike (TD Bank)

**Absent:** Trustee Angela Pruitt

The meeting was called to order by Bookkeeper Lois Parker at 6:12 PM.

#### **Agenda Business:**

- The minutes of the April 24, 2015, 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.
- Keith Pike from TD Bank presented an update on the new subaccounting software the Trustees will be using beginning in July, 2015. Mr. Pike also provided training on the software and set up user accounts for those in attendance. The Trustees completed and signed documentation for the Letter Of Credit Trust Agreement with TD Bank which will now come in the form of a monthly collateral statement. The ACH (Auto Clearing House—electronic fund transfer) function described in the minutes of the previous meeting is not yet functional. For the time being, funds will be transferred from the Trustees Master Account to the Town General Fund account via physical paper check. TD Bank has provided a book of checks, and Bookkeeper Parker will inquire at Town Hall regarding a secure storage area on the premises.
- The Trustees received an Elmer C. Smith Scholarship Application from David Caplette via Kingswood Regional High School postmarked June 2, 2015. Motion to table the discussion until the Trustees have a full complement in attendance. (Move: Allyn. Second: Parker. **Passed unanimously.**)

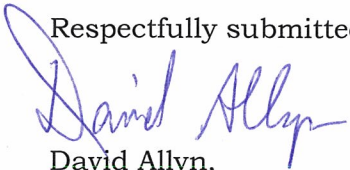
#### **Old Business:**

- None

**New Business:**

- None
- Motion to adjourn at 7:10 PM. (Move: Parker. Second: Allyn. **Passed unanimously.**)

Respectfully submitted,



David Allyn,  
Trustee of Trust Funds  
New Durham, NH