**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Wednesday, January 4, 2023**

**4:30 PM Rose Room, Rochester Public Library**

**Members Present in Person:**

Rob Pallas

Ray Varney

Brett Johnson

**Members Absent:**

Matthew Winders

**Others Present:**

City Attorney Terence O'Rourke

**Minutes**

**I. Call to Order:**

Trustee Pallas called the meeting to order

**II. Roll Call and public input:**

No one from the public was present.

**III. Approval of minutes from last meeting:**

***Trustee Pallas made a motion to approve the meeting minutes from November. Trustee Varney seconded the motion. The motion passed unanimously.***

**IV. Open issues & New Business:**

1. **Attorney O’Rourke will be present to answer questions about the change of language in some gender-based scholarships, etc. Review spreadsheet of requested changes from Spaulding High School and Angela Green.**

Attorney O’Rourke submitted documents with the proposed language changes to the Lola Meader Springfield and Shana L. Bennett Scholarship Funds. The Trustees approved the proposed changes. Attorney O’Rourke will submit to the Charitable Trusts Division with the State Attorney General’s Office for approval. Once the AG’s Office approves of the language changes, the Trustees will formally vote to approve the new documents.

Attorney O’Rourke will ask Library Director Marie Lejeune about the John McDuffee Library Trust and its requirement of having a separate “annex” to house the books purchased from this Fund.

Trustee Pallas will reach out to Library Director Marie Lejeune about the recognition stickers that are to be affixed to the books purchased from the S. William Talvio and Sarah Varney Library Trust Funds.

1. **Discuss letter sent from Bar Harbor Wealth Management regarding possible conflict of interest.**

The Trustees discussed the letter and decided no action was needed.

1. **Ask if anyone is interested in the invite to tour the NH Food Bank.**

Trustee Johnson will reach out to the NH Food Bank to get some possible tour dates. Trustees Johnson, Pallas and Varney all expressed an interest in touring the facility.

1. **Contact Major Daniel Heeter about placing flowers on the Robert Reid plot before every Memorial Day as stipulated in the Trust.**

Trustee Varney will reach out to Major Heeter to start this process. The Trustees greatly appreciate the willingness of the SHS AFJROTC to help us with this Memorial Day tradition. It was decided that $25 was the amount to be spent annually.

1. **The Charitable Trust Division emailed that they appreciated being notified that the Rich Gray Memorial Scholarship was being dissolved.**
2. **Other**

Trustee Johnson will reach out to the Charitable Trusts Division to see if they have any Trust documents relating to the Malloy Library Fund.

Trustee Johnson made a motion to expend all of the available income in the Mary A. McDuffee Whitehouse Trust Fund to Community Action Partnership of Strafford County. This money is used to provide fuel assistance to worthy Rochester residents. Trustee Varney seconded the motion. The motion passed unanimously.

**V. Adjournment and public input:**

No one from the public was present.

**The Trustees’ next meeting will be February 8, 2023. *The meeting was adjourned at 5:11 PM.***

Minutes respectfully submitted by Brett Johnson.