**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Wednesday, January 5, 2022**

**5:30 PM. Rose Room at Rochester Library**

**Members Present:**

Rob Pallas

Ray Varney

Brett Johnson

Matthew Winders

**Minutes**

**I. Call to Order:**

Mr. Pallas called the meeting to order at 5:33 PM.

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

No one from the public was present.

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

***Rob made a motion to accept the November 1, 2021 meeting minutes as presented. The motion was seconded by Matthew. The motion passed unanimously.***

**IV. Open issues:**

1. **Seek out a volunteer to sit in on the Spaulding High School Scholarship Committee.**

Matthew Winders volunteered to sit on this committee. The committee normally meets from 3:30-5:30 PM on Tuesday afternoons for 5-6 weeks. Rob will send the scholarship list to Matthew.

**V. New business:**

1. **William Evans Trust discussion.**

The Trustees discussed how to proceed. There is approximately $18,000 of income to expend this year from this Trust. The Trustees came up with a list of local organizations to send the application materials to. The Trustees will also include some background information on the Trust with the application. Brett will send the application and cover letter that was used last year to Matthew for him to update accordingly. Rob will reach out to Charter Trust to get the current income balance of the Trust.

1. **City Council Discussion on the Capital Improvement Plan Fund (CIP).**

Rob will invite Charter Trust to be present at the City Council Workshop meeting on January 18, 2022. The Trustees will be present to discuss the background of the Trustees of the Trust Fund and to get some guidance on how the CIP funds should be managed.

1. **Update on the McDuffee Trust Fund Disbursement to Community Action Partnership of Strafford County to provide heating assistance to Rochester residents.**

Brett will reach out to CAP of Strafford County to get an update on how much of the fund was disbursed and to find out the number of people who have benefitted from the disbursement.

**VI. Adjournment and public input:**

No one from the public was present. The Trustees will meet next on Wednesday, February 9, at 6:00 PM in the Rose Room at Rochester Library.

 ***A motion was made and unanimously approved to adjourn the meeting at 6:18 PM.***

Minutes respectfully submitted by Brett Johnson.