**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Wednesday, February 9, 2022**

**6:00 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 6:00 PM.

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

No one from the public was present.

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

***Brett made a motion to accept the January 5, 2022 meeting minutes as presented. The motion was seconded by Matthew. The motion passed unanimously.***

**IV. Open issues:**

1. **William Evans Trust, review any applications that have come in and discuss.**

Brett will compile all applications and forward to all Trustees for review prior to our next meeting on March 9, 2022. The application deadline is February 18. To date, we have received applications from the following organizations: NH Food Bank, SHARE Fund, Homeless Center of Strafford County, Rochester Museum of Fine Arts and My Friend’s Place. Brett will reach out to the organizations we have not heard back from to remind them of the application deadline.

1. **Finalize scholarship list for Spaulding High School, review e-mail from Angie Gray asking to close out account. 2022 will be the last Richard Gray Memorial Scholarship.**

The Trustees finalized the list of scholarships and money available to be awarded this year. Matthew will reach out to the NH Department of Justice Charitable Trust Division to get guidance on how to close the Richard Gray Memorial Scholarship account.

1. **Sign transfer sheet for Charter Trust moving money from Sarah L. Varney scholarship to Women’s Club scholarship. Amount of transfer is $231.81.**

Brett will send signed transfer form to Charter Trust.

1. **Chase McDuffee fuel assistance, discuss income being given to Strafford CAP.**

Ray made a motion to transfer $4000 to Strafford CAP to be provided to worthy Rochester residents for fuel assistance help. Matthew seconded the motion. The motion passed unanimously.

**V. New business:**

1. **Matthew Winders noticed that the Rochester American Revolution Bicentennial Scholarship should be given out every other year only on even number years. We may have given it out last year in error. The Trustees must decide if we will skip this year and give out in 2024.**

It was determined that there was insufficient income to be awarded last year, so this scholarship was not awarded in 2021. However, there is sufficient income available this year, so this scholarship will be awarded in 2022.

1. **Contact the Department of Welfare to get applications for the George and Hattie Pray fund. It is supposed to be given out in February annually.**

Rob will reach out to the Department of Welfare for guidance.

1. **Discuss the possibility of closing out the History of Rochester Capital Reserve Fund and returning money to the City Council.**

Ray will contact City Manager Cox for guidance.

1. **Email from Audrey Blodgett about upcoming training for new Trustees.**

Matthew will review training options.

1. **Sign investment policy for 2022.**

The Trustees signed the Investment Policy last revised on 9/2/2020. The Investment Policy should be reviewed and signed annually.

1. **Discussion on Route 11 Easement Fund.**

Ray will reach out to City Manager Cox for guidance and to let Mr. Cox know the current balance of this fund.

1. **Discussion on Treasurer election.**

Brett made a motion to elect Trustee Pallas as Treasurer. The motion was seconded by Matthew. This passed unanimously.

**VI. Adjournment and public input:**

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

 ***A motion was made and unanimously approved to adjourn the meeting at 6:50 PM.***

Minutes respectfully submitted by Brett Johnson.