

# Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 1/3/2018 4:05 PM | Meeting location: Rose Room, Rochester Public Library, Rochester, NH 03867

Meeting called by	Rob Pallas
Type of meeting	Planning
Facilitator	Rob Pallas, Trustee
Note taker	Sherry Beaudoin, Trustee

## AGENDA TOPICS

Time allotted | N/A | Agenda topic Approve Minutes from 12-13-17 | Presenter Sherry Beaudoin

Meeting minutes were approved by Rob Pallas and seconded by Sherry Beaudoin.

Action items	Person responsible	Deadline
N/A		

Time allotted | N/A | Agenda topic Open Issues | Presenter: Rob Pallas

Discussion: Rules on public speaking at the trustee’s meetings were reviewed and voted on as such:

- Public comment is at the start and end of each meeting during designated time, limited to 5min per person
- One person speaks at a time (No Interrupting)
- Required to be recognized by the chair to speak
- Required to identify yourself for record keeping purposes
- Public comment is a time for members of the public to speak; not a question and answer session with the public body.

These rules were approved as drafted and a motion to put in writing for each meeting and in our files, was made by Sherry Beaudoin and seconded by Rob Pallas

Reviewed email and document provided by Angela Green regarding the SHS Alumni’s Scholarship. There are two scholarships now held in trust. The first one dated 2014 SHS Scholarship Trust which states it is awarded upon financial need of a boy or girl planning a career in the teaching field.

The new scholarship dated 2017, SHS Alumni Scholarship is two separate awards in one expendable fund for seniors who:

1. Enrolled in a vocational program at the Richard Creteau Regional Tech Center
2. Has been accepted into a post-secondary vocation program
3. Has a parent or guardian who graduated from Spaulding/Rochester High School
4. Has attended SHS at least 3 years

And the second one as follows:

1. Is enrolled in a non-vocational program
2. Has been accepted into a 2 or 4-year post-secondary program
3. Has a parent or guardian who graduated from Spaulding/Rochester High School
4. Has attended SHS at least 3 years

These documents have been added to our trustee book and the funds will be awarded in April 2018 for June 2018 graduating class members.

Reviewed items for discussion with Charter Trust on 1-30-18. Fees and rate of ROI for calendar year 2017.

Conclusion:

Action items	Person responsible	Deadline
Draft document and make copies to be available at each meeting and in trustee files at city hall	Rob Pallas	2-7-18
Confirm with Candy that these are the drafted requirements of the new SHS Alumni Fund and that they are accurate	Rob Pallas	2-7-18

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Time allotted | N/A | Agenda topic New Business | Presenter Rob Pallas

Discussion: Reminder of meeting with Rochester Recreation and Arena Commission on Monday Jan 8<sup>th</sup> at 6pm to discuss new roles as defined by the city manager regarding the oversight of the Dominicus Hanson Park Trust.

Rob suggested we reach out to the welfare department regarding fuel assistance trust. There is no need for a plan to meet again as Sherry Beaudoin already did earlier this summer. They will contact us if funds are needed beyond their annual budget.

Trustees signed Joseph Bernier fund disbursement request and submit to Charter Trust for processing

Reminder to get new email account information from city attorney before next meeting was made by Rob

Conclusion:

Action items	Person responsible	Deadline
Attend meeting 1-8-18 @ 6pm	Sherry Beaudoin& Rob Pallas	1-8-18
Get new email account	Sherry Beaudoin& Rob Pallas	2-7-18

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*Motion to adjourn meeting by Rob Pallas at 4:45, Sherry Beaudoin Seconded and it was passed unanimously.*