

Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 6/6/2018 4:03 PM | Meeting location

Meeting called by	Rob Pallas	Michelle Smith
Type of meeting	Monthly	Bill Smith, JR.
Facilitator	Rob Pallas, Trustee	
Note taker	Sherry Beaudoin, Trustee	

AGENDA TOPICS

Time allotted | N/A | Agenda topic Approve Minutes from 4-4-18 | Presenter Sherry Beaudoin

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

Action items	Person responsible	Deadline
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N/A

Time allotted | N/A | Agenda topic Open discussion from Public | Presenter Michelle Smith

Discussion: She wanted to know where to find a copy of the William Evans Trust. It was voted on by the city council to accept the funds during a regular monthly meeting and should be available at city hall.

Conclusion:

Action items	Person responsible	Deadline
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None

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

Discussion: Meeting with Blaine Cox took place on 6-5-18. Cemetery maintenance issues: reviewed how much money was in each trust account for cemetery maintenance issues. Two cemetery locations are not funded enough to support regular maintenance, Jenness & Wingate, additional discussion with the city about this is needed. Received two out of the three thank you notes from donations given in the name of William Evans Trust. Also reviewed the "thank you cards" from Spaulding High School for last years 2017 graduating class recipients that had been with the school secretary.

Action items	Person responsible	Deadline
Set up meeting with Blaine re: cemetery issues & report back to trustees in July meeting	Sherry Beaudoin	7-11-18

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

Discussion: The Robert Reid cemetery flowers were purchased and placed on the grave before Memorial Day as the trust instructs. When passing by Franklin Street, stop to water. Created a list of action items for the Rochester Recreation department as discussed with Blaine Cox. Rob discussed briefly about the possibility of gifting money to RMFA from the William Evans Trust. It was agreed to create a form to use as a disbursement requirement of funds. Rob Pallas also brought in a permission form that was emailed to the board by Esther Turner of Rochester Riverwalk for signature. In light of yesterday's meeting with Blaine Cox, this board didn't think it was our permission to give. A motion was made to sign all 2018 scholarship award disbursements as provided by this body by Sherry Beaudoin and seconded by Rob Pallas.

Action items	Person responsible	Deadline
Water flowers as needed at Robert Reid cemetery	Rob Pallas & Sherry Beaudoin	As needed
Email list of action items to Chris Bowlen & Blaine Cox for the Dominicus Hanson Park	Sherry Beaudoin	Asap
Create a draft form to be utilized for disbursement for the William Evans Trust and guidelines as to what we want to do with the money. For further discussion in July meeting	Rob Pallas	7-11-18
Email Chris @ Rochester Rec about permission form for Riverwalk	Rob Pallas	asap

Time allotted | N/A | Agenda topic *Open Discussion for Public* | Presenter Michelle Smith

Discussion: All cemetery issues should be handled by Cemetery Trustees but the city has not designated any as of this date. The name of the person in charge of the Rochester Cemetery Association was requested and provided to Mrs. Smith. It was Mrs. Smith's opinion that ALL interest income needs to be rolled over back to principle at the end of the fiscal year.

Motion to adjourn the meeting at 4:52 was made by Sherry Beaudoin and seconded by Rob Pallas.

