**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Wednesday September 1, 2021**

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

**Members Present:**

Rob Pallas

Brett Johnson

Matthew Winders (new Trustee)

**Minutes**

**I. Call to Order:**

Mr. Pallas called the meeting to order at 5:45 PM. We welcomed Matthew Winders as the newest Trustee.

**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 May 5, 2021, meeting minutes as presented. The motion was seconded by Rob. The motion passed unanimously.***

**IV. Open issues:**

1. **Review MS 9 and MS 10 reports from Charter Trust, discuss next steps**

The Trustees discussed the recent filing for 2020 with the State of New Hampshire. We also reviewed the reports for 2021 and will file them with the State real soon.

1. **Library distributions are done, a few changes were discussed, we had city attorney look over Trusts, those changes should be documented on city website**

Rob emailed the Library Director about the fund changes. Brett will email Matthew Wyatt, Rochester’s Public Information & Community Engagement Manager, to add the changes to our website.

1. **Look to see if annual transfers were done automatically by Charter Trust, if not ensure those transfers are done ASAP**

Rob will review to make sure these have been completed.

**V. New business:**

1. **Discuss cemetery tour with Blaine Cox, brainstorm ideas on headstone repair companies to have some work done at the Trickey cemetery and possibly the old old cemetery behind U-Haul**

Rob and Ray toured the cemeteries with City Manager Mr. Blaine Cox. A discussion was had over how to proceed in getting some of the grave stones repaired in the Trickey Cemetery. ***Brett made a motion to allow Rob to contact Gravestone Services of New England and get a quote for the repair in the Trickey Cemetery. If quote is within our $550 budget, Rob will proceed with these repairs. The motion was seconded by Rob. The motion passed unanimously.***

1. **Review thank you cards from scholarship recipients**

The Trustees reviewed all of the thank you cards received. Rob will forward the thank you to Mr. Bernard Manning of the newly renamed Carol Ann Manning & Kathleen Michaud Memorial Trust.

1. **Have Brett give us an update on Rochester Commons Historical walk and free give away of History of Rochester books**

According to Assistant Director Ms. Lauren Krans of the Rochester Recreation & Arena, 25 people attended the walk held on Rochester Commons. Approximately 10 “History of Rochester” books were handed out.

**Other Business:**

Rob will invite City Manager Cox and Mr. Peter Nourse, Director of City Services, to our next meeting to further discuss cemetery care and maintenance.

Matthew will look at options for distributing some of the “History of Rochester” books we have.

**VI. Adjournment and public input:**

No one from the public was present. The Trustees will meet next on Wednesday, November 3, 2021, at 6:00 PM. Please note the new meeting time.

***A motion was made and unanimously approved to adjourn the meeting at 6:34 PM.***

Minutes respectfully submitted by Brett Johnson.