

Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 3/23/2017 3:30 PM | Meeting location 19 Wakefield Street, Rochester

Meeting called by	Attorney Terence O'Rourke	Roland Connors, City of Rochester, Finance Dept.
Type of meeting	Planning	Ester Turner, Trustee
Facilitator	Rob Pallas, Trustee	
Note taker	Sherry Beaudoin, Trustee	

AGENDA TOPICS

Time allotted | N/A | Agenda topic Hanson Park | Presenter Attorney Terence O'Rourke

Attorney O'Rourke offered assistance with procuring legal counsel regarding the language of Hanson Park Trust specifically the value of trees to be cut.

Conclusion : We will meet with appropriate Probate Legal Counsel for changes on trust

Action items	Person responsible	Deadline
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Attorney O'Rourke to contact Rob for suggested Date/Time to meet with Attorney Memmsheimer.

Time allotted | N/A | Agenda topic Audit | Presenter Roland Connors

Discussion: Mr. Connors discussed need to sign off on all disbursements by trustee members. Who prepares MS9 & MS10 documents for audit?

Conclusion: Audit takes place every year and above items must be documented for their review

Action items	Person responsible	Deadline
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Follow up with Candy at Charter Trust re: MS9 & MS10 requirements	Sherry Beaudoin	4/5/2017 4:00 PM
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Time allotted | N/A | Agenda topic Overview of Trustees of the Trust | Presenter Rob Pallas

Discussion: Review of all current trusts, discuss need to obtain space at city hall for document storage, basic rules of meetings and posting requirements, Charter Trust fees for managing trusts, left over City of Rochester Books to be passed off to another group, required seminar later this spring

Conclusion: We agreed to meet monthly, first Wednesday of every month and to review all documents pertaining to the Trustees of the Trust provided by Rob Pallas

Action items	Person responsible	Deadline
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Action items	Person responsible	Deadline
Set Up a Spaulding Volunteer Program to remove invasive species at Hanson Pines	Ester Turner	4/5/2017 4:00 PM
Find the right person/group to manage the remaining books	All of Us	Next Meeting
Set Up meeting with Candy at Charter Trust to review all funds	Sherry	ASAP
Evaluate Costs of Trust Fund fees	Rob Pallas	4/5/2017 4:00 PM

Meeting Adjourned at 5:00 pm