**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Tuesday, March 15, 2022**

**6:30 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 6:30 PM.

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

No one from the public was present.

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

***Rob made a motion to approve the minutes from our meeting on February 9, 2022. Trustee Winders seconded the motion. The motion passed unanimously.***

**IV. Open issues:**

1. **Update from Matthew Winders on how the scholarship process is going this year, answer questions from Angela Green.**

Trustee Winders brought up several questions that the Scholarship Committee had on the Scholarships this year. Two action items came out of our discussion. Trustee Winders will reach out to the family to seek guidance on the Norman G. Mireault Scholarship Fund. Trustee Winders will also update our website and inform the State of NH on updates to the Shana Bennett Scholarship Fund.

1. **Look over applications for the William Evans Trust.**

The Trustees briefly discussed the applications and will continue the discussion at next month’s meeting.

1. **Discussion on the on-line Trustee training offered this year from the D.O.J in Concord.**

Brett will submit a list of Trustees who want to attend to Deputy City Manager Ambrose to arrange payment.

**V. New business:**

1. **Sign form for distribution of funds from the Joseph Bernier care givers fund, request from Troy Dillow for $5000 to be given to the Monarch School in Rochester.**

The Trustees signed the payment disbursement form and Brett will forward to Charter Trust for the check to be sent out.

1. **Discuss e-mail from Todd Marsh about applicants for the George and Hattie Pray Fund.**

The Trustees have not received any applications year to date. The Trustees will communicate with the City Clerk’s Office to hopefully identify some worthy Rochester residents who can benefit from this Fund.

1. **City Council will possibly vote to reinstate Brett Johnson and Rob Pallas to new 2-year terms as Trustees at a Special Meeting being held on March 15, 2022.**

The City Council did meet prior to the Trustees meeting to confirm Trustees Pallas and Johnson for new 3-year terms. City Attorney O’Rourke administered the oath of office immediately after the Special Meeting.

1. **Permission was given by Angie Gray to close out the Richard Gray Memorial Scholarship this year. The total balance will be given out to a worthy Spaulding High School student.**

Rob emailed Angie Gray to confirm in writing that this will be the last year of the Richard Gray Memorial Scholarship.

1. **Discussion on History of Rochester Capital Reserve Funds.**

Ray made the motion with Brett seconding, to transfer the remaining balance in the History of Rochester Fund back to the City of Rochester. The motion passed unanimously. Ray will reach out to City Manager Cox to inform him of this action. Rob will provide all City Councilors with the most recent History of Rochester book that was paid for by this Fund.

1. **Discussion by Trustee Winders of Having a City of Rochester Staff Member be a Liaison to the Trustees.**

Trustee Winders provided information that the Cities of Dover and Somersworth have staff liaisons in place already to assist in Trustees business. This discussion will continue at the Trustees’ next meeting in April.

1. **Sign disbursement form for the School Building Capital Reserve.**

The Trustees signed a disbursement request from City Manager Cox from the School Building Capital Reserve Account payable to the City of Rochester. Brett will forward signed form to Charter Trust for payment.

**VI. Adjournment and public input:**

No one from the public was present. The Trustees will meet next on April 1, 2022 at 5:00 PM in the Rose Room at Rochester Library.

 ***A motion was made and unanimously approved to adjourn the meeting at 7:55 PM.***

Minutes respectfully submitted by Brett Johnson.