

# Trustees of the Trust Fund, City of Rochester MINUTES

---

Meeting date | time 12/3/2019 5:00 PM | Meeting location Rochester Public Library

Meeting called by	Rob Pallas	[Attendees]
Type of meeting	Planning	Members of the Public:
Facilitator	Rob Pallas, Trustee	
Note taker	Brett Johnson, Trustee	

---

## AGENDA TOPICS

---

Time allotted | N/A | Agenda topic *New Business: Sign Fund Receipt Forms* | Presenter Rob Pallas

Action items	Person responsible	Deadline
Signed fund receipt forms for the following: \$175.00 for the Joseph Bernier Memorial Fund, \$21.27 for the History of Rochester fund for the sale of 1 book, and \$2000.00 for the Carol Ann Manning Scholarship Fund	All	NA

---

Time allotted | N/A | Agenda topic *New Business: Respond to Auditors' Questions on MS 9 Form* | Presenter Rob Pallas

Action items	Person responsible	Deadline
Ms. Kaitlyn Anthony with Melanson Heath had questions on the A. Faye Goodwin Memorial Fund and the Ruth Hanson Daniels Fund as to why the expenditures did not match the verification forms.	Brett will reach out to Charter Trust for guidance	December 13, 2019

---

Time allotted | N/A | Agenda topic *Sarah L. Varney Library Fund has negative balance* | Presenter Brett Johnson

Action items	Person responsible	Deadline
Rochester Public Library asked why they did not receive any funds from the Sarah L. Varney Fund for 2019.	Brett will investigate matter with Charter Trust	December 13, 2019

*Meeting adjourned at 6:00 PM*