



TOWN OF GRANTHAM NEW HAMPSHIRE

TRUSTEES OF THE TRUST FUNDS

Phone: 603-863-6021

www.granthamnh.net

DRAFT AGENDA **Town of Grantham** **Trustees of the Trust Fund** **Meeting Notice** **October 14, 2020 – 8:30 AM**

The Town of Grantham Trustees of the Trust Fund will hold a public meeting on Wednesday October 14, 2020 at 8:30 AM in the Jerry Whitney Memorial Conference Room in the Grantham Town Building, located at 300 Route 10 South in Grantham. To join by teleconference call [1 872-240-1621](tel:1872-240-1621), enter the access code 414 084 198#

Join by video access at [Join Microsoft Teams Meeting](#) If anybody has a problem accessing this meeting, please call 603-863-6021 or email at info@granthamnh.net.

Proposed Agenda – (subject to Change)

Review and Approve Minutes from September 8th, 2020 meeting.

Old Business:

- 1- Trustees Dahlman, Matson and Weaver have signed new signature cards for all 48 savings accounts maintained at Sugar River Bank
- 2- Donna Matson officially replaced Rob Fogg as a Trustee of the Trust Funds effective October 1, 2020. Her tenure will expire in March 2022.

New Business:

- 1- Discuss Dormant Account Notices issued by Sugar River Bank
- 2- Updated password to access the SRB accounts and related security questions
- 3- Updating e-mail notifications at SRM to include all trustees
- 4- \$50,000 deposited into the SAU's Maintenance Fund # 537 on 10/2/2020
- 5- Review Investment Policy for 2020 2021
- 6- Review updated Voucher Reimbursement form
- 7- Discuss roles and responsibilities of the trustees and assign role of chair, bookkeeper and filing coordinator (with back-up), as well as assigning each trustee as the point person for the SAU, Town and VDE.
- 8- Review Monthly Report Process. Assign one of the trustees the responsibility of tying the Trust Fund Reference to the respective monthly reports. Discuss existing format in Excel with request for input at November meeting.
- 9- Trustee Dahlman to arrange an in-person introduction of Trustees Matson and Weaver to our points of contact for the Town, SAU and VDE. Dates and times to be agreed upon.

Adjournment: The next meeting of the Trustees of the Trust Funds will be tentatively held on Wednesday November 4th at Town Hall. This is one week earlier than usual since Wednesday November 11th is a Federal holiday and town offices will be closed.