

# APPROVED

## TOWN OF GRANTHAM TRUSTEES OF TRUST FUNDS MEETING MINUTES February 13, 2018

Trustee Coakley called the Tuesday, February 13, 2018 meeting of the Town of Grantham Trustees of Trust Funds (TTF) to order at 1:00 PM in the Jerry Whitney Memorial Conference Room in the Grantham Town Building located at 300 Route 10 South in Grantham.

**PRESENT:** Trustee James Coakley, Trustee Maria Dahlman, and Trustee Rob Fogg.

**REVIEW AND APPROVE MINUTES OF THE JANUARY 8, 2018 MEETING** Motion by Trustee Fogg and seconded by Trustee Dahlman to accept the January 8, 2018 TTF meeting minutes as distributed. *Approved Unanimously.*

### ADMINISTRATIVE

**MONTHLY REPORTS:** The monthly reports were distributed. Everything appeared to be in order, and there were no comments.

**INVESTMENT POLICY 2017-2018:** The trustees reviewed an article that was published in the trustee training material written by Michael Abolwich. The article is entitled “Preparing an Investment Policy” and was published in the NH Bar Journal in December 1996. It was agreed to amend the recently approved Grantham Investment policy with additional paragraphs on Investment Authority and Responsibilities. It was agreed to rename the Grantham Investment Policy as “Investment Policy and Procedures,” after the additional information is included. Trustee Dahlman will prepare the revised policy and procedures for consideration at the March 13, 2018 meeting.

### NEW BUSINESS

**TOWN OF GRANTHAM REQUEST FOR INFORMATION:** Town Administrator White requested information regarding the use of funds in the Town Office Equipment CRF regarding possible acquisition of Office equipment. Upon examination of the Town Meeting Minutes that authorized the funds, we find that the Town Buildings Capital Reserve Fund specifically authorizes both acquisition and maintenance.

TTF 2-13-2018 Approved Minutes

**SAU 75 REQUEST FOR INFORMATION:** Superintendent Leggett requested information regarding Authority to Expend for the Special Education Trust Fund and the Tuition Trust Fund. Trustee

TTF 3-13-2018 Approved

**APPROVED**

Dahlman researched the funds and found that the School Board has the authority to expend for both of these funds.

**ADJOURNMENT** - Motion by Trustee Fogg, seconded by Trustee Dahlman and approved unanimously to adjourn at 1:11 PM. The next Trustee meeting is scheduled for Tuesday, March 13, 2018 at 1:00 PM in the Jerry Whitney Memorial Room.

Respectfully submitted,

James F. Coakley, Trustee  
Maria N. Dahlman, Trustee  
Robert E. Fogg, Trustee

TTF 2-13-2018 Approved Minutes

