

TOWN OF GRANTHAM – TRUSTEES OF THE TRUST FUNDS

MEETING MINUTES

July 23, 2009

This meeting of the Trustees of the Trust Funds (“TTF”) was called to order at 9:06 AM on Thursday, July 23, 2009. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South. A notice was posted on Grantham’s public access channel several weeks prior to the meeting, and on Thursday, July 16th paper notices were posted at Grantham’s Town Hall and Post Office.

Present: Trustee Kristina Burgard; & Trustee Don Noordsy

Administrative

- **Review & Approval of July 9, 2009 Meeting Minutes**

Ms. Burgard opened discussion on the draft July 9, 2009 Meeting Minutes, and requested two clerical changes to the first paragraph in the Administrative section; namely, moving the first appearance of “June 25, 2009” to appear before “Meeting Minutes”, and inserting a period after, “There were none”. Mr. Noordsy requested his first name be shortened to “Don”. Ms. Burgard also requested that in the third line of the “Memorandum Received...” section, the word “that” be deleted. The Trustees agreed on all the proposed changes.

There being no further changes or comments, Mr. Noordsy moved to approve the July 9, 2009 Meeting Minutes as amended; second by Ms. Burgard. There was no further discussion.

Approved by unanimous vote.

- **Review Draft Roll-Out Memorandum For Voucher Form**

Ms. Burgard distributed copies a draft memorandum regarding roll-out of the Voucher form. She indicated that when drafting the memorandum, it became apparent that mocking up an example Voucher would be time consuming, and probably unnecessary. The Trustees agreed to go forward without a sample.

The Trustees then reviewed, revised, and finalized the draft memorandum, and agreed to distribute the final version on Friday, July 24, 2009.

New Business

NONE

APPROVED

Adjournment

There being no further business, Mr. Noordsy moved to adjourn, and Ms. Burgard seconded; **the Trustees voted unanimously to adjourn at 9:56AM.**

The next Trustee of the Trust Funds regular meeting is scheduled for Thursday, August 20, 2009, at 9AM in the Grantham Town Building, Jerry Whitney Memorial Conference Room.

Respectfully submitted,
Kristina Burgard
Trustee