

Robinson Trustees Annual Meeting  
April 18, 2019  
Minutes

Welcome Gwen English and Jane McCaffery, and welcome back to Bill Perkins.

Meeting began at 3:35 PM

In attendance:

Joanna Pellerin, Jane McCaffery, Deb Merrill, Kate Miller, Jamie Sirois, Gwen English.

Guest: Erik Loranger, Financial Advisor

1. Minutes of the January 24, 2019 meeting
  - a) Kate Miller motioned to accept both the Meeting Minutes and Non-Public Meeting Minutes; Deb Merrill seconded; Vote of Yes: Deb Merrill, Jamie Sirois, Kate Miller and Joanna Pellerin. Jane McCaffery and Gwen English abstain.
  - b) Minutes accepted.
2. Treasurer's Report
  - a) Prepared by Kate Miller, Treasurer
  - b) Balances in Accounts as of 3/31/2019
    - i) Checking Account: \$33,535.68
      - 1) Income rec'd year to date: \$32,022.23
      - 2) Interest on checking yr. to date: \$52.49
    - ii) Investment Account: \$2,105,720.88
      - 1) Annual Fees to RJ yr. to date: \$4293.93
      - 2) Taxes withheld yr. to date: \$15.92
    - iii) Deb Merrill motions to accept the treasurer's report; Gwen English seconds this motion. All in favor (6)
  - c) Reviewed Scholarships already being provided. All students are still in school and doing well.
    - i) Anyone who graduates from Exeter High School is eligible to apply for a scholarship.
    - ii) It is a need based scholarship
3. Conflict of Interest Statements
  - a) Conflict of interest statements signed by all members present.

Bill Perkins arrived at 3:57 PM

4. Report of investment advisor
  - a) Condition of fund
    - i) Fund reached a new all-time high.
    - ii) Fund gave away \$54,000 last year in scholarships.
    - iii) Fund can provide \$56,000 for scholarship amounts for this year
    - iv) Performance year to date is up 10.5%; Last 12 months 8.6%; Last 3 years: 7%

5. Review of investment guidelines policy
  - a) Investment Guidelines & Policy revision suggestions were made.
  - b) Kate Miller motions that we move to discuss this at next meeting based on recommendations from our investment advisor; Bill Perkins seconds the motion. All in favor (7)
6. Review of necessity of bonding the treasurer.
  - a) Bonding the treasurer for \$50,000 is protection of the fund.
  - b) Deb Merrill with investigated further on cost.

4:28 PM - Erik Loranger left the meeting

7. Review performance of Financial Advisor
  - a) All members are pleased with Erik Loranger's performance with Raymond James.
  - b) Kate Miller moves to retain Erik Loranger and White Mountain Wealth Management of Raymond James and sending a letter expressing our appreciation of his dedication to our fund; seconded by Gwen English. All in favor (7).
    - i) Kate will prepare the letter to be sent
8. Set date for review of scholarship applications and selection of scholars
  - a) Process:
    - i) Kate provided us with a list of the process and a copy of the application evaluation form that we used to identify the potential scholarship awardees
  - b) Awards Ceremony
    - i) SST - Thursday, May 30th @ 5:30 PM at EHS in the gymnasium
      - 1) Jamie Sirois & Deb Merrill, Gwen English
    - ii) EHS Scholarship Awards night is Tuesday, June 4th @ 6:30 PM in the auditorium
      - 1) Jamie Sirois & Deb Merrill, Gwen English
  - c) Trustees' Meeting to Select Scholars: May 14<sup>th</sup> at 3:40 at DTC office
9. Watching the PO Box and screening applications for completeness
  - a) Kate Miller, Jane McCaffery & Joanna Pellerin or Gwen English will meet on Saturday, April 27th at 9 AM at DTC office to complete the first review of scholarships and prepare a folder for each of them
  - b) Applications will be delivered to CMS by Jamie Sawlor, head of Counselling for SAU 16. Bill or Jamie will deliver to Kate's office.
10. Do we have enough evaluation forms?

The copies will be made and provided in the folder.
11. Other: Can we host a parent information night to inform parents about the financial aid/college application process
  - a) TRIO Program/ Upward Bound?
  - b) Reach High Scholar Program (Raymond High School) - something to consider
  - c) How can we get parents and students to attend a night? How do we reach out to other

service providers?

d) Can we advocate for dedicated College Advisors?

e) Next steps: Kate to get a name of a person to speak; Consider inviting a representative from UNH financial aid office come to Trustees' Meeting to explain Granite Guarantee/ free tuition for admittees who qualify for Pell Grants?

Jamie Sirois left at 5:40 PM.

12. Adjourn: at 5:50 PM.