

William Robinson Trust Fund Meeting Minutes
Wed. March 16, 2022
DTC Offices 3:30PM

In attendance: Gwen English, Leslie Haslam, Kate Miller, William Perkins, Jamie Sirois
Attending via Zoom: Deb Merrill, Jane McCaffery

Meeting called to order at 3:44

1. Approval of Minutes- [RTF Meeting Minutes- Feb. 16, 2022](#)

- a) Leslie Haslam motions to accept the meeting minutes. Kate Miller seconded the motion.
 - i) Roll Call Vote: William Perkins - aye, Kate Miller - aye , Gwen English - aye , Leslie Haslam - aye , Deb Merrill - aye , Jane McCaffery - aye , Jamie Sirois - abstain due to absence at last meeting

2. Treasurer's Report -

- a) Balance in Accounts
 - i) Checking Account: \$63,072.23 as of 2/28/2022
 - 1) Income and interest on checking received year to date: \$10,373.42
 - ii) Investment Account: \$2,379,572.14 as of 2/28/2022
 - 1) Net gain received year to date: \$5,102.19
 - iii) Expenses:
 - 1) Raymond James fee is \$5,473.81
- b) Kate Miller motions to accept the Treasurer's Report; Leslie Haslam seconded the motion.
 - ii) Roll Call Vote: William Perkins - aye, Kate Miller - aye , Gwen English - aye , Leslie Haslam - aye , Deb Merrill - aye , Jane McCaffery - aye , Jamie Sirois - aye

3. Scholar Updates

- a) Update on Keith Vasconcellos - very successful and living in NY; grateful for support from William Robinson Trust Fund
- b) Update on Cassie Nelson - wants to come back and share her learning experiences with future students; can be reached through mother's address;

4. Procedure discussion about non-EHS perspective applicants

- a) Court document states, "To create a fund to provide opportunities that will enrich and enhance the educational experience of post-elementary age individuals within the area served by the Exeter Region Cooperative School District."
 - i) Remove the language at the bottom of the scholarship applicant evaluation form.
 - ii) We can send a letter/packet to each of the schools that Leslie Haslam found; have a cover page making it clear that our scholarship is exclusively for students residing in Exeter, Kensington, Newfields, East Kingston, Brentwood, Stratham
 - iii) We need to write a letter that informs them of this process and to let them know they will only receive new communication if the form changes.
 - 1) Leslie Haslam will call the schools and find out contact information and Leslie Haslam will create a draft
 - iv) We will provide new email address on the letter for communication
 - v) Gwen English created an application form for non-EHS schools where students of SAU 16 residents attend so they can apply.

- 1) A few updates were made removing Naviance and delivering it to EHS Counseling office. Gwen will make changes.

5. Updates:

- New Email Address for William Robinson Trust Fund
 - williamrobinsontrustfund@gmail.com
- Discussion regarding “William Robinson Trust Fund Applicant Evaluation”
 - Should we give more weight to the applicant appraisal/recommendation?
 - Discussion ensued regarding taking a couple points from Unusual Circumstances (change from 17 to 15) and Financial Circumstances (change from 17 to 15). This will allow us to give 5 points to the applicant appraisal/recommendation (5 - outstanding, 3 - average, 1 - good).
- Trustees Task List- Kate
 - Reviewed each month of the task list and made revisions as necessary
 - Change order of wording for trustees filing for candidacy
 - April - Notify School Faculty of WRTF grant availability - must be an ERCSD school
 - Decided to table discussion regarding responsibilities of officers, specifically the treasurer until the next meeting.

6. Other

- Look at the grant application process beginning in October 2022.
- Digitize the reapplication form for potential use (Jamie will do).
- Can we make sure to email anything that is being reviewed so it is shared electronically and virtual participants can follow along?
- Bill will invite Erik Loranger to next meeting
- Congratulations to Gwen English for dedication in 2022 Town Report

7. Next Meeting Date- April 20th

8. Adjourn

- a) Leslie Haslam motions to adjourn. Kate Miller seconded the motion.

- iii) Roll Call Vote: William Perkins - aye , Kate Miller - aye , Gwen English - aye, Leslie Haslam - aye , Deb Merrill - aye , Jane McCaffery - aye, Jamie Sirois - aye

Meeting adjourned at 5:48 PM.

Upcoming Dates:

April 20, 2022	Annual Trustee Meeting 3:30 at DTC
April 23, 2022	Application Review 10:00 AM at DTC - Deb and Kate
May 9, 2022	Trustee Meeting 3:30 at DTC
May 11, 2022	Names of Scholarships Awardees and Scholarship Presenters must be sent to Laura Hebert
TBD	Senior SST Scholarship Evening
June 7, 2022	Senior Scholarship Evening 6:00 PM at EHS Auditorium