

Robinson Trustee Meeting Minutes
Wed. March 15, 2023
DTC Offices 3:30PM
[Zoom Link](#)

In attendance:

In Person: William Perkins, Gwen English, Deb Merrill, Jamie Sirois, Kate Miller
Via Zoom: Leslie Haslam, Jane McCaffery

Meeting called to order at 3:43 PM

1. Welcome -

- We will be adjourned by 5:30 PM
- Check William Robinson Trust Fund GMAIL - nothing to communicate

2. Approval of Minutes- [Draft- RTF Minutes Jan. 18, 2023](#)

- Kate Miller motions to accept minutes as written; Leslie Haslam seconds.
- All present in favor; aye via Zoom from Leslie Haslam; aye via Zoom from Jane McCaffery

3. Treasurer's Report - Debbie

Balances in Accounts as of 2/28/23:

Checking Account: \$52,571.84

Income: \$5,093.13

Interest: \$108.27

Expenses: \$2000 (scholarship check)

Investment Account: \$2,290,469.77

- Kate Miller motions to accept Treasurer's Report as written; Gwen English seconds.
- All present in favor; aye via Zoom from Leslie Haslam; aye via Zoom from Jane McCaffery

4. Scholar Updates- Debbie

No correspondence.

Some scholarships were sent in 2023.

5. Application Updates

- EHS Application
 - Laura Hebert at EHS is all set
 - Bill Perkins suggested that we reach out to Laura Hebert and offer our services for any students who might want our assistance in completing the form.
 - Gwen English will reach out to Laura Hebert and offer this.
- Non-EHS Scholarship Application
 - We checked the Robinson Trust Fund email account and we have no communication from any of the counseling departments of Non-EHS schools.
 - We are going to see how the process turns out this year given it is our first year working with non-EHS schools rather than reaching out
- Future Considerations:
 - FAFSA and Expected Family Contribution (EFC)
 - We have already included a line for EFC in our financial information sheet.

6. Considerations

- Grant Process- Next Steps
 - Create a subcommittee

- Jane McCaffery
- Gwen English
- Bill Perkins
- Jane McCaffery asked if we have any guiding principles or specific tasks the subcommittee should be working towards. Suggestion to review sample grant apps.
- Jane McCaffery shared a link to a [sample grant application](#). The link has a great resource for us to use as reference.

●Application Visitations

- Discussed above under the EHS application conversation; Gwen English will reach out to Laura Hebert and offer trustee support for any scholar who would like assistance in completing the applications.

7. Other:

- Voting Results
 - Discussion ensued.
- Erik Loranger- next month's meeting
 - Bill sent him the invitation to the meeting
 - Jamie will print copies of the conflict of interest forms to be filled out at the April Annual Meeting
- Robinson Scholars
 - Jane McCaffery created a list of all scholars, when the scholar graduated and the total amount of scholarship each student received. Shared with trustees.
- Gwen English - Reported out providing information about the "All Boards Meeting" that Exeter held in February
 - Discussion didn't seem to particularly apply to the William Robinson Trust Fund.
 - May interact with Trustees of the Trust Fund
 - Packet was given to Bill Perkins to hold for future reference if needed.
- Unitrust -
 - Kate floated the idea of speaking with Erik Loranger about exploring switching to a unitrust approach
 - Step 1: Talk to Erik Loranger to gather information about a Unitrust
 - Step 2: If we decide to move forward with this, have a discussion with the AG office.
 - Step 3: Go to a town meeting if we believe this is the right idea.
 - Step 4: Going to probate court
 - Worth exploring but we may decide it is not
- Application Review for Scholarships:
 - Review scholarship on Thursday, April 20, 2023 to review scholarships and scan
 - Deb, Gwen, and Leslie meet at 3:00 PM at DTC
 - Calls will be made that evening to collect missing/incomplete applications

8. Set Next Meeting Date

- Wednesday, April 19th - Annual Meeting; Financial Report from Erik Loranger (Raymond James) -
3:30 PM - 5:30 PM @ DTC
- Monday, May 8th @ 3:30 (DTC) to select scholarship recipients

9. Adjourn

Jamie Sirois motions to adjourn at 5:07 PM; Deb Merrill seconds.

All present in favor; aye via Zoom from Leslie Haslam; aye via Zoom from Jane McCaffery