

DRAFT - Robinson Trustee Meeting Minutes

Wed. Sept. 20, 2023

DTC Offices 3:30 PM

In Attendance: William Perkins, Deb Merrill, Jamie Sirois, Kate Miller, Leslie Haslam, Gwen English, Jane McCaffery (remotely)

Meeting called to order at 3:37 PM

1. Welcome Back!

- Check William Robinson Trust Fund GMAIL
 - No new emails received.

2. Approval of Minutes- [Draft- RTF May 8, 2023 Minutes](#)

Kate Miller moves to approve the minutes; Deb Merrill seconded.

All present in favor. Jane McCaffery (remotely - Aye)

3. Treasurer's Report - Debbie

i) **Account Balances as of 8/31:**

Checking Account - \$63,610.57

Investment Account - \$2,281,695.95

Expense: Exeter Jewelers - \$300

Newfields Post Office Box - \$226

Scholarships - \$32,475.00

Total: \$33,001.00

Deadline for reapplication - Deb is suggesting to change the date to “as soon as possible, no later than August 15th.”

Kate Miller makes a motion to revise the date, Jamie Sirois seconds the motion. All present in favor. Jane McCaffery (remotely - Aye).

Gwen English will make the change.

Jamie Sirois makes the motion to accept the Treasurer's Report with the change to S. Rogers school to Syracuse, Leslie Haslam seconded the motion.

All present in favor.

Jane McCaffery (remotely - Aye)

4. Scholar Updates- Debbie

All scholarship checks sent have been cashed by the schools.

5. Sub-Committees

- Grants- Draft Review and Discussion (Jane, Bill & Gwen)
 - New application created with some revisions.
 - Draft shared with Trustees
 - Suggests made and noted on draft.
 - Jamie Sirois made edits and shared document with Gwen English.
- Others

6. 22-23 Tasks and Goals

- Review Task List
 - Review responsibilities of officers
 - Officers are aware of roles.
 - Financial Advisor- When to invite Erik
 - Bill Perkins will invite Erik Loranger to next meeting in October.
 - We will ask Erik regarding a dollar amount that may be fiscally feasible for us to work with in regards to grants.
- Goals Discussion
 - Brainstorm
 - Yearly Calendar Review and Changes
 - Grant Application process goal to be completed by end of year 2023 to be implemented in 2024.
 - What will be the best way to communicate this to school staff?
 - Suggestion is a board member attends a staff meeting
 - Increase communication with Non-EHS schools for scholarship application.

7. Application Process Discussion (cont.)

- Student Application Assistance - tabled until next meeting
- Need vs. Academic Standing - tabled until next meeting
- Parents' Financial Information Disclosure - tabled until next meeting
- Scholarship Information
 - We need tax information from both parties.
 - Special Circumstances
 - Discuss/ consider adding family circumstances, personal circumstances, or financial circumstances... in November.

8. Updates

- Exeter Organizations Mtg.- changes- Kate
 - Right to Know
 - HB321-FN-L
 - We need to adopt a policy regarding non-public minutes and how/when/if they will ever be made available.
 - We have ten years to get the review process complete
 - Effective October 3, 2023.
 - All Boards Meeting is October 11, 2023 @ 6:30 PM at Exeter Library - Bill Perkins will attend.
 - 91A Right to Know training is October 18, 2023 @ 6:30 PM at Exeter Library - Kate Miller will attend.
 - A policy will be developed after training.

9. Other

10. Set Next Meeting Date and Time

October 18, 2023 @ 3:30 PM DTC Lawyers

11. Adjourn

Leslie Haslam motions to adjourn; Deb Merrill seconded. All in favor. Jane McCaffery (aye).

Meeting adjourned at 5:38 PM