

**Trustees of Trust Funds  
Meeting Minutes  
March 19, 2019**

PRESENT: Members – Mardi Bowles, Michelle Whitcomb

The meeting came to order at 5:40 PM at the Lyme Town Offices.

**1. Meeting Minutes**

The February 19 meeting minutes were reviewed and approved.

**2. Welcome Mike Smith!**

Although he was unable to join us for this meeting, Mardi & Michelle would like to extend a warm welcome to Mike Smith, the newest member of the Board.

**3. Monthly MS-9 notification**

Mardi has connected with Shannon Parker of Charter Trust Company, to arrange to add Mike to the monthly MS-9 distribution email.

**4. Affirmation of new member**

Mardi will contact Patty Jenks, Town Clerk, to confirm that Mike has taken the Oath of Office. Mardi will also request that Patty send a letter to Lynne Ford, of Charter Trust, listing the current trustees and their terms of office. Lynne will then arrange for Mike to have access to our monthly investment reports.

**5. MS-9 filing**

After discussing, Mardi & Michelle agreed that Mardi will make copies of the monthly MS-9's and file them.

**6. Next Meeting**

It was agreed that the next meeting shall be Tuesday, April 23 at 5:30 PM.

The meeting was adjourned at 6:20 PM.

Respectfully submitted,

Michelle Whitcomb, Secretary