

**Trustees of Trust Funds  
Meeting Minutes  
January 30 2014**

PRESENT: Members – Peter Glenshaw, Simon Carr

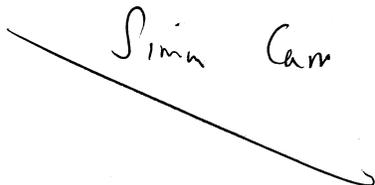
The meeting came to order at 10:00 a.m. at the Lyme Town Offices.

1. **Meeting Minutes** – The January 23 meeting minutes were approved.
2. **Withdrawals from Capital Reserve Funds**  
The Trustees reviewed and arranged for the transfer of the following amounts from NHPDIP to the Town:

Cemetery Perpetual Care Fund	--	\$3,136.00
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3. **End of Year Procedures**  
The remaining end-of-year worksheets were reviewed and approved with the exception of the Cemetery Maintenance Trust Fund, which is still awaiting the Mascoma Savings Bank statement. As soon as this is received and reconciled, the worksheet will be available for review and approval by the Trustees.
4. **Town Report**  
A preliminary draft of the Town Report submission was reviewed. This may be submitted as soon as the final Cemetery Maintenance Trust worksheet is finalized.
5. **Next Year**  
When making arrangements for the new Trustee to complete all the necessary signatures, we should also ensure that electronic access is made available to the Mascoma statements.
6. **Next Meeting**  
Thursday, February 20<sup>th</sup>, 2014 8:00 a.m. at the Town Offices. The MS-9 and MS-10 should be available for review and approval.

The meeting was adjourned at 9:40 a.m.

Respectfully submitted



Simon Carr, Secretary

Approved February 20, 2014