

**Trustees of Trust Funds
Meeting Minutes
March 20, 2018**

PRESENT: Members – Simon Carr, Mardi Bowles, Michelle Whitcomb

The meeting came to order at 5:30 p.m. at the Lyme Town Offices.

1 Meeting Minutes

The February 20 meeting minutes were reviewed and approved.

2 Appointment of Officers

- a. Simon had asked Patty to write to Lynne Ford at Charter Trust, confirming the Board members and their terms.
- b. The Board unanimously voted to approve Mardi as Chair and Simon as Secretary for the coming year.

3 Payments Made

Library Fund annual revenue to Library	\$1,185.27
School Fund annual revenue to School	\$2,153.88

4 New Member

The Board welcomed Michelle as the new Trustee and briefed her on the basics of the current method of operation, including:

- a. The considerations in appointing Charter Trust as the fund managers. Simon will arrange to get a copy of Charter Trust's original presentation to Michelle.
- b. Copies of the current Investment Policy, Charter Trust's report for the 2016-17 year and the State's Trustees Handbook were given to Michelle.
- c. Mardi will contact Lynne Ford and Shannon Parker at Charter Trust and notify them of Michelle's contact details so that Michelle is included in all future communications from Charter Trust.

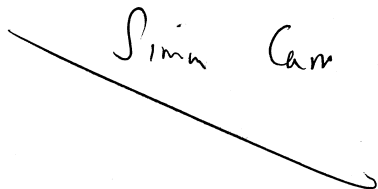
5 Future Meetings

Meetings will generally be quarterly at 4:00pm on the third Tuesday of the month.

Next Meeting: June 20th. Mardi will arrange for Doug Tengdin and Lynne of Charter Trust to attend and provide the report on the state of the funds for the year. The Investment Policy should be reviewed at the same meeting.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted

A handwritten signature in cursive script that reads "Simon Carr". The signature is written in dark ink and is positioned above a long, slightly curved horizontal line that serves as a separator.

Simon Carr, Secretary

Approved June 21, 2018