**Stoddard Trustees of the Trust Funds**

**Meeting Minutes (Emergency Meeting) – September 27, 2022**

Meeting called to order at 7:08 PM

Members Present – David Lesser, Terri LaRoche and Dean Dorman

The Trustee’s unanimously agreed to enter Non-Public Session per RSA 91-A:3 to complete online access and training of financial accounts for Dean.

At 8:00 the Non-Public Session was completed with the below follow ups:

* David will contact Tracy Whipple at TD Bank to determine how to get Terri and Dean online access to the new account for Little Big Forest.
* David will contact NHDPIP to remove Nick and add Dean.

MS9 and MS10 completion was discussed:

* Terri provided a copy of spreadsheet she completed to break down the NHDPIP Cemetery Fund into the sub accounts for FY 21-22 (balances and interest accrual). Dean and David agreed approach was correct.
* A few entries were done on the Trustee’s portal to familiarize Terri and Dean.
* David provided details on LPL Balances for FY 21-22.
* David will follow up with Dept. of Revenue on the best entry for TD Bank general disbursement account (add new general fund, divvy up across NHDPIP funds or other) and will email results.
* It was agreed that Terri will complete the spreadsheet in progress, adding totals to verify balance, adding TD Monthly statements, LPL and incorporate the TD Bank recommendations from David’s follow up. This will be disseminated to Trustees via email along with the June 22 Consolidated NHDPIP statement for review.
* It was agreed that upon spreadsheet completion and review, Dean will do the MS9 and MS10 entry on the Trustee’s portal and communicate when it is ready for review, Terri will validate.

Mail received was provided to David and it was noted that the new June 2022 budget provided by the Town did not have a budget allocation for Training. An item to watch for future.

A notice for P.O. Box renewal was received, Terri will enclose the receipt and return by mail as this was paid 9/14/22.

Meeting adjourned at 9:05