

Trustee of Trust Funds Meeting Minutes June 19, 2013

Trustees Present: Richard Page, Dave Parker, and Valerie Germain; Special Guest – Warren Mackensen of Mackensen and Company

Agenda:

- 1. Request for Payment – Library Expenses**
- 2. Request for Payment – Fire Department SCBA**
- 3. Mackensen**
- 4. Other**

1. Request for Payment - Library Expenses – Two requests were received from the Library Trustees to pay: Jim Craig Electric, for installing outlets and a digital thermostat (\$433.45); and to Robert Codman Painting and Wallcoverings for new wallpaper (\$3,450.00). The Trustees approved the requests.

Action Item: Money was transferred from PDIP Library Repair CRF and checks were written and signed by the Trustees totaling \$3,883.45

2. Request for Payment – Fire Department SCBA – A request for payment to Firematic Supply Co. Inc. was received from Mike Roina SCBA items. The Trustees approved the request.

Action Item: Money was transferred from PDIP SCBA CRF and a check was written for \$1,135.12.

3. Mackensen & Company – Warren Mackensen was in to assist us in finalizing paperwork as we have agreed to hire him as our financial advisor. He went over the fee schedule and answered questions Trustees had about liquidity of our funds.

Action Item: Transfer all Trust Fund accounts and Capital Reserve Fund accounts from MBIA to National Trust Advisors Company.

The meeting was adjourned. The next Trustee of Trust Fund Meeting will be scheduled as needed with prior written notice.

Respectfully Submitted,

Valerie Germain
Trustee of Trust Funds

