

**Town of Lincoln
Trustees of the Trust Funds
Meeting Minutes
Monday, March 13, 2017 3:00 pm
Lincoln Town Hall, 148 Main Street, Lincoln, NH**

Trustees Present: Lutz Wallem (LW), Herbert Gardner (HG), Bev Hall (BH)
Absent: None
Guest: None

NO AGENDA

This was neither a scheduled nor a formal meeting. It was meant to be a brief meeting for BH to write checks and HG and LW to sign them. However, it led to a number of discussions that will be addressed more fully at the next meeting on March 22, 2017.

At beginning of the meeting, BH and HG were present for BH to write checks and HG to sign same. There were brief discussions of investment policy, committee officers, and Citizens Bank's new accessEscrow system. As HG was finishing up signing checks, LW arrived, also to sign checks.

While all three members were present, there was brief discussion of procedural issues, formalizing an investment policy, and investment policy as it relates to interest earned.

BH also relayed to HG and LW that she has created a new spreadsheet that will enable her to present monthly reports similar to the End of Year report that is generated at the end of each year. Committee members will be able to see exactly what has been expended, deposited, and amount of interest earned, each month, with a final End-of-Year report available in January. Bank statements usually do not arrive until second or third week of each month, so reports will be approximately one month behind.

HG left while LW was signing checks. BH and LW also had discussions regarding check signing, accessEscrow, and committee officers.

All discussions regarding investment policy, accessEscrow, signing of checks, and committee officers will be continued at the next meeting on March 22.

Meeting adjourned at 4:45 pm.

Respectfully submitted,
Beverly Hall

Approval Date 3 / 22 / 17


Lutz Wallem, Chairman


Herbert Gardner, Vice-Chairman


Beverly A. Hall